

SUMMONS

Meeting: Council
Place: Council Chamber - County Hall, Bythesea Road, Trowbridge, BA14 8JN
Date: Tuesday 26 February 2019
Time: 10.30 am

Councillors are reminded to sign the attendance book before entering the Council Chamber and when leaving the meeting.

Please direct any enquiries on this Agenda to Kieran Elliott, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718504 or email kieran.elliott@wiltshire.gov.uk

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

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Public Participation

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

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

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

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

PART I

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

1 **Apologies**

To receive any apologies for absence.

2 **Minutes of Previous Meeting** (*Pages 9 - 44*)

To approve as a correct record and sign the minutes of the last meeting of Council held on 16 October 2018.

3 **Declarations of Interest**

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

4 **Announcements by the Chairman**

To receive any announcements through the Chair.

5 **Petitions**

5a) **Petitions Received for Debate** (*Pages 45 - 48*)

Two petitions have been submitted for debate at this meeting.

- Melissa Loveday – St Nicholas Special School
- Jan Winfield - Larkrise Special School

5b) **Petitions Received for Presentation** (*Pages 49 - 50*)

To receive two petitions presented on the future of Salisbury Library.

5c) **Petitions Update** (*Pages 51 - 54*)

A report on petitions received since the last meeting of Council.

6 **Public Participation**

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named above for any further clarification.

Questions

To receive any questions from members of the public received in accordance with the constitution. Those wishing to ask questions are required to give notice of any such questions in writing to the officer named above (acting on behalf of the Corporate Director) no later than 5pm on **19 February 2019 in order to receive a written response, or 21 February 2019 to receive a verbal response**. Please contact the officer named on the first page of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Councillors prior to the meeting and made available at the meeting and on the Council's website.

*BUDGET
2019/2020*

*To consider Wiltshire Council's Financial Plan
The updated Budget Report as proposed can be accessed on the
following link of the Council's website: [here](#)*

7 **Treasury Management Strategy 2019/2020 (Pages 55 - 94)**

Report by Alistair Cunningham, Corporate Director.

8 **Wiltshire Council's Financial Plan Update 2019/20 (Pages 95 - 126)**

8a) Leader's Budget Speech

8b) Proposed Amendments to the Budget from Cllr Gavin Grant.

8c) The reports of the Special Overview and Scrutiny Management Committee held on 31 January and 12 February 2019.

8d) Relevant extract of the minutes of Cabinet held on 5 February 2019.

8e) Local Government Act 2003 Section 25 Report

8f) Financial Plan 2018/19. Report by the Corporate Directors can be accessed at this link: [Budget Papers](#)

9 **Capital Strategy and Programme** *(Pages 127 - 156)*

Report by Alistair Cunningham, Corporate Director.

10 **Council Tax Setting 2019/2020** *(Pages 157 - 178)*

Report by Alistair Cunningham, Corporate Director.

11 **Pay Policy Statement** *(Pages 179 - 198)*

To consider the Pay Policy Statement as recommended by the Staffing Policy Committee at its meeting on 9 January 2018.

Report by Terence Herbert, Corporate Director, and relevant extract of the minutes of the Staffing Policy Committee are attached.

COUNCILLORS' MOTIONS

12 **Notices of Motion**

To consider the following notices of motions:

12a) **Notice of Motion "Safe Passage Our Turn" Campaign** *(Pages 199 - 206)*

The motion from Councillors Ruth Hopkinson and Jon Hubbard is attached along with an officer briefing note.

12b) **Notice of Motion - Acknowledging a Climate Emergency and Proposing the Way Forward** *(Pages 207 - 210)*

The motion from Councillors Dr Brian Mathew and Cllr Gavin Grant is attached.

12c) **Notice of Motion - Environment and Global Warming** *(Pages 211 - 212)*

The motion from Councillors Philip Whitehead and Jerry Wickham is attached.

12d) **Notice of Motion - Salisbury Library** (*Pages 213 - 214*)

The motion from Councillors Ricky Rogers and Brian Dalton is attached.

ITEMS FOR COUNCIL

13 **Proposed Changes to the Constitution** (*Pages 215 - 230*)

Report by Ian Gibbons, Director of Legal and Democratic Services and Monitoring Officer.

OTHER ITEMS

14 **Extended Leave of Absence** (*Pages 231 - 234*)

To consider requests from councillors for extended leave of absence.

MINUTES OF CABINET AND COMMITTEES

15 **Minutes of Cabinet and Committees**

- a. The Chairman will move that Council receives and notes the minutes of Cabinet and the various Committees of the Council as listed in the [Minute Book](#)
- b. The Chairman will refer to Cabinet and each Committee in turn:
 - i. The Leader, Cabinet members and Chairmen of Committees will be invited to make any important announcements.
 - ii. Councillors will be given the opportunity to raise questions on points of information or clarification on the minutes presented.
- c. Councillors will be given an opportunity to raise general issues relating to Area Boards but not specific local issues.
- d. Councillors will be given an opportunity to raise any questions on the minutes of the Wiltshire and Swindon Fire Authority available [here](#).

16 **Membership of Committees and Review of Allocation to Political Groups** (*Pages 235 - 244*)

To determine any requests from Group Leaders for changes to committee membership in accordance with the allocation of seats to political groups previously approved by the Council.

16a) **Review of Committee Places**

16b) **Membership of Committees**

17 **Councillors' Questions**

Please note that Councillors are required to give notice of any such questions in writing to the officer named on the first page of this agenda (acting on behalf of the Corporate Director) not later than 5pm on **19 February 2019**. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Councillors prior to the meeting and made available at the meeting and on the Council's website.

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

Carlton Brand
Corporate Director
Wiltshire Council
Bythesea Road
Trowbridge

Alistair Cunningham
Corporate Director
Wiltshire Council
Bythesea Road
Trowbridge

Terence Herbert
Corporate Director
Wiltshire Council
Bythesea Road
Trowbridge

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COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON 16 OCTOBER 2018 AT COUNCIL CHAMBER - WILTSHIRE COUNCIL OFFICES, COUNTY HALL, TROWBRIDGE.

Present:

Cllr Phil Alford, Cllr Ben Anderson, Cllr Pat Aves, Cllr Chuck Berry, Cllr Ian Blair-Pilling, Cllr Richard Britton, Cllr Derek Brown OBE, Cllr Allison Bucknell (Chairman), Cllr Clare Cape, Cllr Trevor Carbin, Cllr Mary Champion, Cllr Pauline Church, Cllr Ernie Clark, Cllr Richard Clewer, Cllr Mark Connolly, Cllr Christine Crisp, Cllr Brian Dalton, Cllr Jane Davies, Cllr Andrew Davis, Cllr Matthew Dean, Cllr Christopher Devine, Cllr Stewart Dobson, Cllr Bill Douglas, Cllr Mary Douglas, Cllr Peter Evans, Cllr Sue Evans, Cllr Nick Fogg MBE, Cllr Peter Fuller, Cllr Richard Gamble, Cllr Gavin Grant, Cllr Jose Green, Cllr Howard Greenman, Cllr Mollie Groom, Cllr David Halik, Cllr Deborah Halik, Cllr Ross Henning, Cllr Darren Henry, Cllr Mike Hewitt, Cllr Sven Hocking, Cllr Ruth Hopkinson, Cllr Atiqul Hoque, Cllr Jon Hubbard, Cllr Chris Hurst, Cllr Peter Hutton, Cllr Simon Jacobs, Cllr George Jeans, Cllr Bob Jones MBE, Cllr Johnny Kidney, Cllr Gordon King, Cllr Edward Kirk, Cllr Jerry Kunkler, Cllr Jacqui Lay, Cllr Jim Lynch, Cllr Brian Mathew, Cllr Laura Mayes, Cllr Nick Murry, Cllr Christopher Newbury, Cllr Ashley O'Neill, Cllr Paul Oatway QPM, Cllr Steve Oldrieve, Cllr Stewart Palmen, Cllr Graham Payne, Cllr Andy Phillips, Cllr Horace Prickett, Cllr Fleur de Rhé-Philippe, Cllr Pip Ridout, Cllr Ricky Rogers, Cllr Tom Rounds, Cllr Baroness Scott of Bybrook OBE, Cllr Jonathon Seed, Cllr James Sheppard (Vice-Chairman), Cllr John Smale, Cllr Toby Sturgis, Cllr John Thomson, Cllr Ian Thorn, Cllr John Walsh, Cllr Bridget Wayman, Cllr Fred Westmoreland, Cllr Philip Whalley, Cllr Stuart Wheeler, Cllr Roy While, Cllr Philip Whitehead, Cllr Jerry Wickham, Cllr Christopher Williams, Cllr Graham Wright and Cllr Robert Yuill

60 Apologies

Apologies for absence were received from Councillors Tony Jackson, David Jenkins, Hayley Illman, Tony Trotman, Melody Thomson, Russell Hawker, Leo Randall, Alan Hill, Tony Deane, Sarah Gibson and Ian McLennan.

61 Minutes of Previous Meeting

The minutes of the meeting held on 10 July were presented.

Resolved:

That the minutes of the last Council meeting held on 10 July 2018 be approved as a correct record and signed by the Chairman.

62 **Declarations of Interest**

The Monitoring Officer advised members to consider their employment in Armed Forces, Blue Light services, or as a carer, and potential pecuniary interest in item 13a on the agenda.

Cllr Brian Dalton a declared a pecuniary interest in agenda item 13a and left the meeting in his capacity as a councillor, for that item.

Cllr Clare Cape declared she was employed in the NHS but did not hold a Blue Light card as referenced in item 13a, and would participate in debate.

63 **Announcements by the Chairman**

1) The Chairman drew attention to the engagements attended by herself and the Vice-Chairman since the last meeting of Council as follows:

Events Attended by the Chairman from Tuesday, 10 July to Monday, 15 October, 2018:

10 July, 2018	Full Council meeting – County Hall, Trowbridge.
11 July, 2018	Wiltshire Scout Council AGM and Celebration of Wiltshire Scouting, Potterne.
18 July, 2018	Achieving Excellence Awards, County Hall.
20 July, 2018	Wiltshire Council Singers Concert, The Atrium, County Hall.
30 July, 2018	Funeral of Dawn Sturgis, Salisbury Crematorium (victim of second Salisbury poisoning incident).
31 July, 2018	Wiltshire Family Learning Awards Ceremony, The Civic Centre, Trowbridge.
2 September, 2018	Chippenham Town Council's Civic Sunday Celebrations.
3 September, 2018	Fly the Red Ensign for Merchant Navy Day Flag Raising Ceremony, County Hall, Trowbridge.
20 September, 2018	Trowbridge in Bloom 2018 Awards Evening, The Civic Centre, Trowbridge.
23 September, 2018	CPRE Best Kept Village Competition Presentation Awards Day (All Cannings, Biddestone, Hullavington and Charlton, near Brinkworth).
28 September, 2018	Armistice 100, an evening of music and remembrance, Salisbury Cathedral.

29 September, 2018	Longleat Military Spectacular Reception and Sunset Ceremony.
2 October, 2018	Official opening of the Employability Fair, Atrium.
5 October, 2018	Chippenham Town Council Purple Flag Breakfast.

Events Attended by the Vice Chairman from Tuesday, 10 July to Monday, 15 October 2018:

10 th July, 2018	Full Council meeting – County Hall, Trowbridge.
24 th August, 2018	Funeral of former Wiltshire Councillor, Rosemary Brown.
21 st September, 2018	Porton Science Park Official Opening, Porton Down.
6 th October, 2018	The Showmen’s Guild of Great Britain Western Section Reception, Town Hall, Marlborough.

2) Simon Cooper and Shirley Ludford, Deputy Lord Lieutenants for Wiltshire were welcomed to the meeting to observe how the Council operated. Nicky Alberry, High Sheriff of Wiltshire, was to join the meeting later.

3) The meeting was advised that, in keeping with the Council’s decision to utilise electronic voting at these meetings, in the interests of openness and transparency, the ‘Your Councillor’ section of our website now included a searchable voting record for each councillor along with the attendance summary.

4) The Chairman was sad to announce that since the last meeting of this Council she had learned of the passing of former unitary and district councillor Rosemary Brown, who represented Bradford on Avon at various levels for 18 years, and also former District councillor and Salisbury Leader Andrew Roberts, and finally David Parker former member and Chairman of Kennet District Council.

5) Members were encouraged to visit the Science and Engineering fair held at County Hall.

6) Members were reminded to collect Remembrance wreaths before leaving the meeting.

64 Petitions Received

A petition from Mr Kidd had been withdrawn, and was to be submitted as part of the response to the Housing Site Allocations consultation.

65 Petitions Update

An update was provided detailing petitions received since the last meeting of Council. Following a motion from Cllr Allison Bucknell, seconded by Cllr James Sheppard, it was:

Resolved:

To note the update on petitions as set out in the Appendix to the report.

66 Statements

There were no public statements.

67 Questions

A question had been submitted from Jo Waltham, as detailed in the Supplement.

Ms Waltham highlighted in her supplementary question that there were occasions when SEND children were having to travel for longer than the maximum recommended 75 minute travel time each way to school, and requested the Council did as much as possible to organise travel so as not to exceed the 75 minute target.

Cllr Mayes advised she would respond to Ms Waltham outside of the meeting on individual cases, and reassured the Council worked to ensure journeys were organised as effectively as possible for the children involved.

68 Annual Report from the Corporate Parenting Panel

Cllr Laura Mayes presented the Annual Report of the Corporate Parenting Panel which concluded that following the introduction of a new Corporate Parenting Strategy for 2016-17 the Panel was able to have a greater impact, as a result of monitoring performance against strategic priorities. It was also heard the Panel was working closely with the Children in Care Council to listen to their experience of care provision in Wiltshire. The motion was seconded by Baroness Scott.

Debate

Group Leaders then commented on the proposals as follows:

Baroness Scott of Bybrook OBE highlighted the report demonstrated the Council listened to its Looked After Children.

Cllr Ian Thorn welcomed the report and related items on the agenda.

Cllr Ricky Rogers welcomed the report and expressed thanks to foster carers.

The Chairman then invited comments in debate.

Cllr Hubbard advised Children's Select Committee had reviewed the Annual Report and expressed his thanks to foster cares in Wiltshire, and also the staff and volunteers involved in support schemes.

The motion was put to the vote.

Resolved:

To note the Annual report and ratify improvements required to strengthen Corporate Parenting in Wiltshire

69 Council Tax Exemption for Care Leavers

Cllr Laura Mayes presented a report requesting Council Tax exemption for Care Leavers, as recommended by Cabinet. The report was in response to the Children and Social Care Act 2013 which detailed steps authorities should take to provide a local offer for care leavers to support them as they leave care and find their way in an independent adult life. The motion was seconded by Baroness Scott.

The Chairman invited a care leaver, Jemma Sherman, to speak to the meeting. Ms Sherman had previously been in care and was now a Personal Advisor at Wiltshire Council for those in care. Ms Sherman described a typical day in her role as a Personal Advisor. The experience of going into care was also described, in particular the significant lifestyle change moving from a family setting into care. Ms Sherman described she had felt very supported through her time in care and wanted to give back, her future plans were to complete a Masters in Social Work. Ms Sherman highlighted Care Leavers do need increasing ongoing support and asked councillors to reflect on how they could support this.

Group Leaders then commented on the proposals as follows:

Baroness Scott of Bybrook OBE thanked Jemma for speaking and for her fantastic work.

Cllr Ian Thorn echoed the Leader's thanks and supported the proposal.

Cllr Ricky Rogers also expressed support for the proposal.

The Chairman then invited comments in debate.

Members highlighted the importance in supporting care leavers to live independently and commended the proposal.

The motion was put to the vote

Resolved:

That Wiltshire Council Care Leavers are exempted from Council Tax to include care leavers whom live within and outside the Wiltshire Council boundary, as set out in Appendix B.

To thank Jemma Sherman for her informative presentation and work as a Personal Adviser.

Votes for the motion: 84

Votes against: 0

Abstentions: 0

70 Care Leavers- A Local Offer

Cllr Laura Mayes presented a report on a Local Offer for Care Leavers as set out in the Summons, which would support care leavers into adulthood, this was now considered an extensive offer including, but not limited to, Personal Advisor support, an accommodation offer, and supported housing offer for care leavers. The motion was seconded by Baroness Scott.

Group Leaders then commented on the proposals as follows:

Baroness Scott of Bybrook OBE fully supported the proposal, especially extending the Council's duty to support care leavers to age 25. The Leader expressed ambition to continue to work with leavers and develop this offer.

Cllr Ian Thorn expressed his support for the Local Offer and commended Cllr Mayes and her team for their work. Support was also expressed for the supported housing pilot and he recommended rolling this out to other areas of the county, and also the Rent Guarantee Scheme.

The Chairman then invited comments in debate.

Councillors spoke in support of the report and commented it was excellent to see most Scrutiny recommendations been incorporated in the Local Offer, however highlighted the Scrutiny recommendation on free bus passes had not been taken up and requested this be considered moving forward. It was also suggested the offer could be more ambitious, including: more entry-level opportunities for care leavers, and guaranteed interview for jobs with contractors used by the Council.

Cllr Mayes highlighted the policy would continue to be developed, and the Council was already considering how to work better with contractors to offer opportunities for care leavers.

The motion was put to the vote

Resolved:

That Council endorses the Local Offer for care leavers in Wiltshire.

Votes for the motion: 83

Votes against the motion: 0

Abstentions: 1

71 Electoral Review of Wiltshire Council - Stage One Consultation Submission to the Local Government Boundary Commission for England

The Chairman gave guidance on the process for amendments and public speaking under this item.

Cllr Richard Clewer, Chairman of the Electoral Review Committee presented a report from the Committee which proposed a submission to the Local Government Boundary Commission for England based on 98 electoral divisions. Attention was drawn to the proposed division maps and projected electorate information in the Supplement. Thanks were given to Maggie Mulhall and Kieran Elliott for their work supporting the review, and also to the Committee, Cllr Gavin Grant and Cllr Ashley O'Neill in particular for a collaborative effort. It was explained the proposals were not perfect in every location however worked for the whole county and had been carefully considered.

The proposals were based on: electoral equality, community identity and effective local government. The Committee had considered where best to split parishes to achieve electoral equality, based on community feel and the urban/rural nature of communities had also been taken into account. Finally, future urban developments were factored into the recommendations. It was highlighted that necessary changes to the documents were to be delegated to the Director of Legal and Democratic Services to address any outstanding issues. The Committee Chairman advised that consideration of division names and Area Board boundaries were to be considered at a later date. A summary of the key issues and changes for individual divisions was provided.

The motion was seconded by Cllr Grant.

The Chairman thanked the members and officers for their support of this review.

Group Leaders then commented on the proposals as follows:

Cllr Baroness Scott of Bybrook OBE expressed her thanks to Cllr Clewer and the rest of the Committee, as well as officers for their work on the project and the level of consultation. The Leader also highlighted complexity of the review.

Cllr Ian Thorn echoed thanks for the support to the project and emphasised it was impossible to produce a whole scheme that pleased everyone in the county.

Cllr Ernie Clark agreed with the previous comments made by fellow Group Leaders.

Cllr Ricky Rogers also expressed his thanks to officers and members for their work on the review.

The Chairman then invited comments in debate.

Debate

Many councillors expressed thanks to Committee members and officers for their work supporting the review, and to Cllr Clewer for his leadership. It was noted the proposal was a workable solution for all divisions. Concern was raised by the local member over the consultation that had taken place in respect of the Winterslow division and parishes within this division. In response, other

members spoke of thorough consultation and an excellent example of cross-party working. The Committee was thanked for taking into consideration representation about Bowerhill, however the local member did not support the proposal for Melksham and requested further consideration of urban communities. It was noted there was some unease in the Bulkington, Salisbury and Chippenham areas about the proposals, Chippenham Town Council was to provide further detail to Cllr Clewer. The complexity of the review was acknowledged alongside the need to review boundaries in light of population growth, and the differences for councillors representing urban and rural areas.

Cllr Clewer responded to the comments made and stated that Wiltshire was a consultee and parishes needed to make representations to the Local Government Boundary Commission for England. It was explained the Committee had planned for the future population changes, however inevitably changes would be required in the future. The Cabinet member stated there had been excellent cross-party working behind the proposals.

The motion was put to the vote

Resolved:

1) That Council approves the draft submission on a pattern of divisions to the Local Government Boundary Commission for England as set out in Appendix A.

2) To delegate any necessary changes to finalise the document for submission to the LGBCE to the Director of Legal and Democratic Services after consultation with the Chairman of the Electoral Review Committee

3) To delegate the preparation of nominal division names to the Director of Legal and Democratic Services after consultation with the Electoral Review Committee, noting that Full Council will recommend finalised names following publication of draft recommendations by the Commission in February 2019.

Votes for the motion: 80

Votes against the motion: 0

Abstentions: 2

72 Amendment to the Terms of Reference for the Electoral Review Committee

Cllr Richard Clewer, Chairman of the Electoral Review Committee presented a report requesting an amendment to the Terms of Reference for the Electoral Review Committee to consider issues raised as part of the UK Parliamentary polling districts and polling places review. The motion was seconded by Cllr Hubbard.

There were no comments in debate.

The motion was put to the vote

Resolved:

a) the Council notes the current position regarding the requirement to conduct the Polling District and Polling Place Review within the statutory timescales.

b) the Electoral Review Committee, comprising 10 members, progresses the Polling District and Polling Place Review on behalf of the Council and formulates recommendations to the Council for approval.

c) the terms of reference for the Electoral Review Committee are amended as set out in the Appendix to this report.

d) the Council approves, as a one-off funding, use of the Enabling Fund Earmarked Reserve for the provision of any additional resources required for this programme of work.

Votes for the motion: 84

Votes against: 0

Absentions: 0

73 Gambling Act 2005 Statement of Principles

Cllr Jerry Wickham presented a revised Statement of Gambling Principles recommended by the Licensing Committee, and explained the Council was required to review its Statement of Gambling Principles every 3 years. Key changes included: change of layout, additions to clauses around public health and money laundering, and an additional focus on social responsibility. The Cabinet Member thanked officers for their hard work developing the updated policy.

The motion was seconded by Cllr Hutton

The Chairman then invited comments in debate.

Cllr Hubbard questioned the protection in place to stop vulnerable persons being unsupervised when gambling.

Cllr Wickham highlighted in the policy placed responsibility on the license holder to supervise gambling, and this was reinforced by the licensing team.

The motion was put to the vote

Resolved:

That Council approves the Statement of Gambling Principles (2019-2021) under the Gambling Act 2005 to come into effect from 1st January 2019.

Votes for the motion: 82

Votes against the motion: 0

Abstentions: 2

74 **Notices of Motion**

75 **Motion No. 10 - Discounted Leisure Services - Cllrs Brian Dalton and Ian Thorn**

The Monitoring Officer issued further guidance to members on disclosable pecuniary interests in respect of this motion. Councillors were advised that current serving members of blue light services and armed forces would have a disclosable pecuniary interest in this item by virtue of their employment. Veterans of the armed forces were advised to consider their own personal circumstance.

Councillors Mark Connolly, Chris Williams, Mary Champion, Brian Dalton, Bob Jones, Paul Oatway, John Smale declared interests in this item

Cllrs Connolly, Dalton and Oatway left the meeting in their capacity as councillors as a result of pecuniary interest.

The Chairman advised the motion to the meeting was from Cllr Brian Dalton, however due to a disclosable interest it was to be moved by another member.

Cllr Hopkinson moved the motion as set out in the Summons and highlighted the purpose of the motion was to seek to assist further the Armed Forces and Blue Light staff, carers and looked after children, and without the need for them to sign up to a 12 month subscription. The councillor argued this extension of discount would not have significant cost implications and was requesting officers consider this to be factored into the 2019 budget. Cllr Thorn seconded the motion.

The Chairman invited Cllr John Thomson to respond to the motion, the councillor expressed support for the first part of the motion and extended thanks to Council officers as well for their response to the Salisbury incident. The Cabinet member outlined the Council already provided extensive discounts on leisure services to various different groups.

Group Leaders commented on the proposals as follows:

Baroness Scott of Bybrook OBE stated the Council already provided most of the discounts that were proposed by the motion and sought an amendment to the motion, however this did not go forward into debate.

Cllr Ian Thorn spoke in support of the motion, particularly the benefits it could bring to looked after children, and also spoke of the need to publicise current discounts more widely.

The Chairman then invited comments in debate.

It was suggested that members of the Armed Forces had significant leisure facilities available to them in their camps and therefore further discounted provision for this group would not necessarily be beneficial. It was argued the motion requested officers give further thought to discounts, some members

wanted to deliver discount provision without an annual subscription. Councillors agreed the first sections of the motion were undisputed by all councillors. It was recommended by Cllr Hubbard the motion be amended as set out below, seconded by Cllr Davis, this was accepted as a friendly amendment:

That Wiltshire Council recognises the excellent work of our Armed Forces, staff working in blue light services, carers of looked after children, and also the needs of looked after children. This Council supports offering these Armed forces, staff working in blue light services, and their immediate family, discounts to leisure services across Wiltshire, and recommends officers investigate the options for this to facilitate implementation in financial year 2019-2020.

Further comments included that taster sessions were offered free of charge at leisure centres. It was noted the Council offered a significant number of different discounts and the Cabinet member offered to meet members separately to discuss this in more detail, as well as the specific memberships of various discount cards.

The motion was withdrawn

76 Motion No. 11 -Brexit Impact Assessment - Cllrs Clare Cape and Ian Thorn

Cllr Cape moved the motion as set out in the Summons. The councillor argued there had been no risk assessment by Wiltshire Council on the impact of Brexit on the council and the community, and potential risks were posed due to difficulty for business and health and social services to recruit staff from the EU. The motion was seconded by Cllr Thorn.

The Chairman invited Baroness Scott of Bybrook OBE to respond to the motion. The Leader drew attention to the briefing note in the Agenda Supplement which detailed action the Council was currently taking with regard to Brexit. The Leader argued the Council should not coordinate a symposium and make risk assessment before it fully understood the reality of a Brexit deal. Baroness Scott advised the Council would continue monitor the effect of Brexit on its services and that the Council was able to act swiftly, as demonstrated in its response to the Salisbury attack.

Group Leaders then commented on the proposals as follows:

Cllr Ian Thorn argued the motion was timely and appropriate, suggesting businesses were preparing for Brexit, and therefore Wiltshire Council should also prepare. The councillor argued recent responses from officers had indicated the Council was not taking any preparatory steps to mitigate negative impacts from Brexit.

Cllr Graham Wright, speaking on behalf of the Independent Group, expressed support for the sentiment of the motion however expressed concern over the timing.

The Chairman then invited comments in debate.

Some councillors considered the Council should have already started preparing for Brexit, with particular reference to ensuring sufficient staff for care homes and other elements of adult care, which currently employed a number of migrant workers. A number of councillors considered detailed preparations would be premature, since there was a significant number of 'unknowns' meaning the Council could waste resource considering situations which may not arise.

Baroness Scott was invited to make a statement following the debate and asserted she was confident in the work the Council was already doing to prepare for Brexit.

On going to the vote, the motion was lost.

Votes for the motion: 18

Votes against: 56

Abstentions: 2

77 **Proposed Changes to the Constitution**

Cllr Richard Clewer, recommended changes to the Constitution in respect of: Part 4, Protocol 1, Part 11A and Part 3 as set out in the report. It was highlighted many of the changes were simply formatting changes or updates to provide clarity. The Monitoring Officer was to develop further guidance on members' access to Part 2 papers and substitution arrangements. The proposal was seconded by Cllr Oatway.

The Chairman then invited comments in debate, there were comments in support of the proposal.

The motion was put to the vote

Resolved:

To approve the proposed changes as detailed in Appendices 2, 4, 5 and 6 of the report.

Votes for the motion: 67

Votes against: 0

Abstentions: 0

78 **Request for Councillor Extended Leave of Absence**

The Chairman drew attention to reports in the Summons and Supplement requesting permission for extended leave of absence for both Cllr David Jenkins due to injury, and Cllr Anna Cuthbert due to ill health.

The Chairman moved the recommendations, as set out in the report, seconded by Cllr Sheppard.

The motions were put to the vote.

Resolved:

a) That Council approves the request from Councillor David Jenkins for an extension beyond the six month period of non-attendance on the grounds of ill health.

(b) That such an extension be granted until the end of February 2019 which would allow for any request for a further extension being considered by Council at its meeting on 26 February 2019. In the event of that meeting either being cancelled or postponed, such an extension is to remain in place until after the next available meeting of the Council.

c) That Council approves the request from Councillor Anna Cuthbert for an extension beyond the six month period of non-attendance on the grounds of ill health.

(d) That such an extension be granted until the end of February 2019 which would allow for any request for a further extension being considered by Council at its meeting on 26 February 2019. In the event of that meeting either being cancelled or postponed, such an extension is to remain in place until after the next available meeting of the Council.

79 Councillors' Questions

The Chairman drew attention to questions from councillors, and responses provided in the agenda supplement which were taken as read.

Cllr Thorn was invited to ask a supplementary question to 18-16 and asked for a date when the decision on Special Schools was to be considered by Cabinet. Councillors Mayes confirmed Cabinet was to consider this on 27 November 2018.

Cllr Pauline Church provided a verbal response to question 18-18 citing the daily and average costs of the reduction in car parking fees in Salisbury. It was noted that footfall in Salisbury was still down and that car parking discounts would remain in place until Christmas.

Baroness Scott of Bybrook OBE provided a verbal response to question 18-19. The Leader explained the Council had been working with Coopers Tyres to support their business in Melksham and was saddened by the ultimate decision to withdraw part of the business from this location. Local members had been briefed on the situation and the Council would work to support local residents moving forward.

80 Membership of Committees

Group Leaders were invited to ask Council to approve changes to committee membership.

Resolved:

To approve Cllr Anna Cuthbert be removed from the membership of the Appeals Committee, replaced by Cllr Jose Green.

81 Minutes of Cabinet and Committees

The Chairman moved that Council received and notes the minutes of Cabinet and Committee meetings, this was seconded by Cllr Sheppard.

Resolved:

To note the minutes of Cabinet and Committee meetings as set out in the Minute Book.

Recorded Votes

(Duration of meeting: 10.30 am - 3.45 pm)

The Officer who has produced these minutes is Libby Johnstone, of Democratic Services, direct line 01225 718214, e-mail libby.johnstone@wiltshire.gov.uk

Press enquiries to Communications, direct line (01225) 713114/713115



Confirmation presences: 85

■ Yes	: 84
■ No	: 0
■ Abstained	: 0

16/10/2018

11:05:02

Voting 1/1 - Agenda Item - 16/10/2018 11:04:49

Confirmation presences: 85

Yes	: 84
Baroness Scott of Bybrook OBE	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Andy Phillips (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiqul Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bill Douglas (LD)	: 1
Cllr Bob Jones MBE (LD)	: 1
Cllr Brian Dalton (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Chris Hurst (LD)	: 1
Cllr Christine Crisp (C)	: 1
Cllr Christopher Devine (Ind)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr Clare Cape (LD)	: 1
Cllr Darren Henry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Deborah Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Edward Kirk (C)	: 1
Cllr Ernie Clark (Ind)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr George Jeans (Ind)	: 1
Cllr Gordon King (LD)	: 1
Cllr Graham Payne (C)	: 1
Cllr Graham Wright (Ind)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Howard Greenman (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian Thorn (LD)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr James Sheppard (C)	: 1
Cllr Jane Davies (C)	: 1
Cllr Jerry Kunkler (C)	: 1
Cllr Jerry Wickham (C)	: 1
Cllr Jim Lynch (LD)	: 1
Cllr John Smale (C)	: 1
Cllr John Thomson (C)	: 1
Cllr John Walsh (Lab)	: 1
Cllr Johnny Kidney (C)	: 1
Cllr Jon Hubbard (LD)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Jose Green (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Champion (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Matthew Dean (C)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Mollie Groom (C)	: 1
Cllr Nick Fogg MBE (Ind)	: 1
Cllr Nick Murry (Ind)	: 1

16/10/2018

11:05:02

Voting 1/1 - Agenda Item - 16/10/2018 11:04:49

Cllr Pat Aves (LD)	: 1
Cllr Paul Oatway QPM (C)	: 1
Cllr Pauline Church (C)	: 1
Cllr Peter Evans (C)	: 1
Cllr Peter Fuller (C)	: 1
Cllr Peter Hutton (C)	: 1
Cllr Philip Alford (C)	: 1
Cllr Philip Whalley (C)	: 1
Cllr Philip Whitehead (C)	: 1
Cllr Pip Ridout (C)	: 1
Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Richard Gamble (C)	: 1
Cllr Ricky Rogers (Lab)	: 1
Cllr Robert Yuill (C)	: 1
Cllr Ross Henning (LD)	: 1
Cllr Roy While (C)	: 1
Cllr Ruth Hopkinson (LD)	: 1
Cllr Simon Jacobs (C)	: 1
Cllr Stephen Oldrieve (LD)	: 1
Cllr Stewart Dobson (C)	: 1
Cllr Stewart Palmen (LD)	: 1
Cllr Sue Evans (C)	: 1
Cllr Sven Hocking (C)	: 1
Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
Cllr Trevor Carbin (LD)	: 1

No : 0

Abstained : 0

16/10/2018
11:21:54
Voting 2/2 - Agenda Item - 16/10/2018 11:21:49



Confirmation presences: 86

Yes	: 83
No	: 0
Abstained	: 1

16/10/2018

11:22:00

Voting 2/2 - Agenda Item - 16/10/2018 11:21:49

Confirmation presences: 86

Yes	: 83
Baroness Scott of Bybrook OBE	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Andy Phillips (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquil Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bill Douglas (LD)	: 1
Cllr Bob Jones MBE (LD)	: 1
Cllr Brian Dalton (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Chris Hurst (LD)	: 1
Cllr Christine Crisp (C)	: 1
Cllr Christopher Devine (Ind)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr Clare Cape (LD)	: 1
Cllr Darren Henry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Deborah Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Edward Kirk (C)	: 1
Cllr Ernie Clark (Ind)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr George Jeans (Ind)	: 1
Cllr Gordon King (LD)	: 1
Cllr Graham Payne (C)	: 1
Cllr Graham Wright (Ind)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Howard Greenman (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian Thorn (LD)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr James Sheppard (C)	: 1
Cllr Jane Davies (C)	: 1
Cllr Jerry Wickham (C)	: 1
Cllr Jim Lynch (LD)	: 1
Cllr John Smale (C)	: 1
Cllr John Thomson (C)	: 1
Cllr John Walsh (Lab)	: 1
Cllr Johnny Kidney (C)	: 1
Cllr Jon Hubbard (LD)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Jose Green (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Champion (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Matthew Dean (C)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Mollie Groom (C)	: 1
Cllr Nick Fogg MBE (Ind)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Paul Oatway QPM (C)	: 1

16/10/2018

11:22:00

Voting 2/2 - Agenda Item - 16/10/2018 11:21:49

Clr Pauline Church (C)	: 1
Clr Peter Evans (C)	: 1
Clr Peter Fuller (C)	: 1
Clr Peter Hutton (C)	: 1
Clr Philip Alford (C)	: 1
Clr Philip Whalley (C)	: 1
Clr Philip Whitehead (C)	: 1
Clr Pip Ridout (C)	: 1
Clr Richard Britton (C)	: 1
Clr Richard Clewer (C)	: 1
Clr Richard Gamble (C)	: 1
Clr Ricky Rogers (Lab)	: 1
Clr Robert Yuill (C)	: 1
Clr Ross Henning (LD)	: 1
Clr Roy While (C)	: 1
Clr Ruth Hopkinson (LD)	: 1
Clr Simon Jacobs (C)	: 1
Clr Stephen Oldrieve (LD)	: 1
Clr Stewart Dobson (C)	: 1
Clr Stewart Palmen (LD)	: 1
Clr Stuart Wheeler (C)	: 1
Clr Sue Evans (C)	: 1
Clr Sven Hocking (C)	: 1
Clr Toby Sturgis (C)	: 1
Clr Tom Rounds (C)	: 1
Clr Trevor Carbin (LD)	: 1
No	: 0
Abstained	: 1
Clr Nick Murry (Ind)	: 1

16/10/2018
12:51:40
Voting 3/3 - Agenda Item - 16/10/2018 12:51:34



Confirmation presences: 86

■ Yes	: 80
■ No	: 0
■ Abstained	: 2

16/10/2018

12:51:46

Voting 3/3 - Agenda Item - 16/10/2018 12:51:34

Confirmation presences: 86

Yes	: 80
Baroness Scott of Bybrook OBE	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquil Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bill Douglas (LD)	: 1
Cllr Bob Jones MBE (LD)	: 1
Cllr Brian Dalton (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Chris Hurst (LD)	: 1
Cllr Christine Crisp (C)	: 1
Cllr Christopher Devine (Ind)	: 1
Cllr Christopher Newbury (C)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr Clare Cape (LD)	: 1
Cllr Darren Henry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Deborah Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Edward Kirk (C)	: 1
Cllr Ernie Clark (Ind)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr George Jeans (Ind)	: 1
Cllr Gordon King (LD)	: 1
Cllr Graham Payne (C)	: 1
Cllr Graham Wright (Ind)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Howard Greenman (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian Thorn (LD)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr James Sheppard (C)	: 1
Cllr Jane Davies (C)	: 1
Cllr Jerry Kunkler (C)	: 1
Cllr Jerry Wickham (C)	: 1
Cllr Jim Lynch (LD)	: 1
Cllr John Smale (C)	: 1
Cllr John Thomson (C)	: 1
Cllr John Walsh (Lab)	: 1
Cllr Johnny Kidney (C)	: 1
Cllr Jon Hubbard (LD)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Jose Green (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Champion (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Matthew Dean (C)	: 1
Cllr Nick Murry (Ind)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Paul Oatway QPM (C)	: 1
Cllr Pauline Church (C)	: 1

16/10/2018

12:51:46

Voting 3/3 - Agenda Item - 16/10/2018 12:51:34

Clr Peter Evans (C)	: 1
Clr Peter Fuller (C)	: 1
Clr Peter Hutton (C)	: 1
Clr Philip Whalley (C)	: 1
Clr Philip Whitehead (C)	: 1
Clr Pip Ridout (C)	: 1
Clr Richard Britton (C)	: 1
Clr Richard Clewer (C)	: 1
Clr Richard Gamble (C)	: 1
Clr Ricky Rogers (Lab)	: 1
Clr Robert Yuill (C)	: 1
Clr Ross Henning (LD)	: 1
Clr Roy While (C)	: 1
Clr Ruth Hopkinson (LD)	: 1
Clr Simon Jacobs (C)	: 1
Clr Stewart Dobson (C)	: 1
Clr Stewart Palmen (LD)	: 1
Clr Stuart Wheeler (C)	: 1
Clr Sue Evans (C)	: 1
Clr Sven Hocking (C)	: 1
Clr Toby Sturgis (C)	: 1
Clr Tom Rounds (C)	: 1
Clr Trevor Carbin (LD)	: 1
No	: 0
Abstained	: 2
Clr Andy Phillips (C)	: 1
Clr Nick Fogg MBE (Ind)	: 1

16/10/2018
12:54:13
Voting 4/4 - Agenda Item - 16/10/2018 12:54:09

84



Confirmation presences: 86

Yes	: 84
No	: 0
Abstained	: 0

16/10/2018

12:54:15

Voting 4/4 - Agenda Item - 16/10/2018 12:54:09

Confirmation presences: 86

Yes	: 84
Baroness Scott of Bybrook OBE	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Andy Phillips (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquil Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bill Douglas (LD)	: 1
Cllr Bob Jones MBE (LD)	: 1
Cllr Brian Dalton (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Chris Hurst (LD)	: 1
Cllr Christine Crisp (C)	: 1
Cllr Christopher Devine (Ind)	: 1
Cllr Christopher Newbury (C)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr Clare Cape (LD)	: 1
Cllr Darren Henry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Deborah Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Edward Kirk (C)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr George Jeans (Ind)	: 1
Cllr Gordon King (LD)	: 1
Cllr Graham Payne (C)	: 1
Cllr Graham Wright (Ind)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Howard Greenman (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian Thorn (LD)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr James Sheppard (C)	: 1
Cllr Jane Davies (C)	: 1
Cllr Jerry Kunkler (C)	: 1
Cllr Jerry Wickham (C)	: 1
Cllr Jim Lynch (LD)	: 1
Cllr John Smale (C)	: 1
Cllr John Thomson (C)	: 1
Cllr John Walsh (Lab)	: 1
Cllr Jon Hubbard (LD)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Jose Green (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Champion (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Matthew Dean (C)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Mollie Groom (C)	: 1
Cllr Nick Fogg MBE (Ind)	: 1
Cllr Nick Murry (Ind)	: 1
Cllr Pat Aves (LD)	: 1

16/10/2018

12:54:15

Voting 4/4 - Agenda Item - 16/10/2018 12:54:09

Cllr Paul Oatway QPM (C)	: 1
Cllr Pauline Church (C)	: 1
Cllr Peter Evans (C)	: 1
Cllr Peter Fuller (C)	: 1
Cllr Peter Hutton (C)	: 1
Cllr Philip Alford (C)	: 1
Cllr Philip Whalley (C)	: 1
Cllr Philip Whitehead (C)	: 1
Cllr Pip Ridout (C)	: 1
Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Richard Gamble (C)	: 1
Cllr Ricky Rogers (Lab)	: 1
Cllr Robert Yuill (C)	: 1
Cllr Ross Henning (LD)	: 1
Cllr Roy While (C)	: 1
Cllr Ruth Hopkinson (LD)	: 1
Cllr Simon Jacobs (C)	: 1
Cllr Stephen Oldrieve (LD)	: 1
Cllr Stewart Dobson (C)	: 1
Cllr Stewart Palmen (LD)	: 1
Cllr Stuart Wheeler (C)	: 1
Cllr Sue Evans (C)	: 1
Cllr Sven Hocking (C)	: 1
Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
Cllr Trevor Carbin (LD)	: 1

No	: 0
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Abstained	: 0
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16/10/2018
13:01:01
Voting 5/5 - Agenda Item - 16/10/2018 13:00:57



Confirmation presences: 86

Yes	: 82
No	: 0
Abstained	: 2

16/10/2018

13:01:08

Voting 5/5 - Agenda Item - 16/10/2018 13:00:57

Confirmation presences: 86

Yes	: 82
Baroness Scott of Bybrook OBE	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Andy Phillips (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquil Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bill Douglas (LD)	: 1
Cllr Bob Jones MBE (LD)	: 1
Cllr Brian Dalton (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Chris Hurst (LD)	: 1
Cllr Christine Crisp (C)	: 1
Cllr Christopher Devine (Ind)	: 1
Cllr Christopher Newbury (C)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr Clare Cape (LD)	: 1
Cllr Darren Henry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Deborah Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Edward Kirk (C)	: 1
Cllr Ernie Clark (Ind)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr George Jeans (Ind)	: 1
Cllr Gordon King (LD)	: 1
Cllr Graham Payne (C)	: 1
Cllr Graham Wright (Ind)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Howard Greenman (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian Thorn (LD)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr James Sheppard (C)	: 1
Cllr Jerry Kunkler (C)	: 1
Cllr Jerry Wickham (C)	: 1
Cllr Jim Lynch (LD)	: 1
Cllr John Smale (C)	: 1
Cllr John Thomson (C)	: 1
Cllr John Walsh (Lab)	: 1
Cllr Johnny Kidney (C)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Jose Green (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Champion (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Matthew Dean (C)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Nick Fogg MBE (Ind)	: 1
Cllr Nick Murry (Ind)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Paul Oatway QPM (C)	: 1

16/10/2018

13:01:08

Voting 5/5 - Agenda Item - 16/10/2018 13:00:57

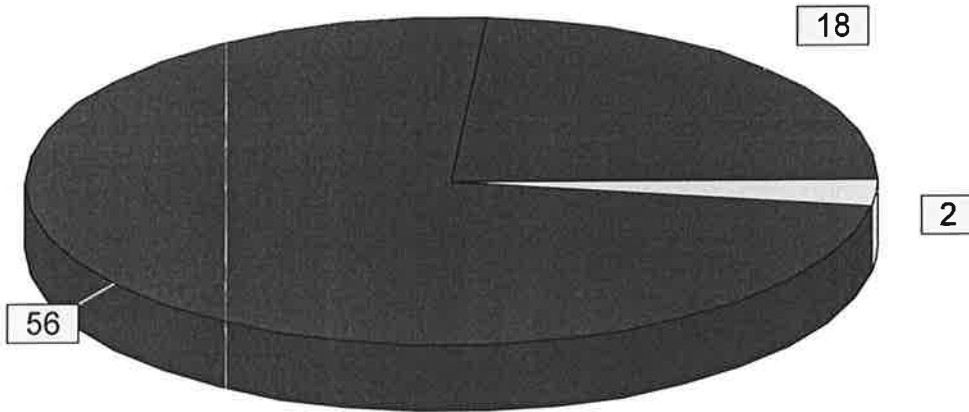
Cllr Pauline Church (C)	: 1
Cllr Peter Evans (C)	: 1
Cllr Peter Fuller (C)	: 1
Cllr Peter Hutton (C)	: 1
Cllr Philip Alford (C)	: 1
Cllr Philip Whalley (C)	: 1
Cllr Philip Whitehead (C)	: 1
Cllr Pip Ridout (C)	: 1
Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Richard Gamble (C)	: 1
Cllr Ricky Rogers (Lab)	: 1
Cllr Robert Yuill (C)	: 1
Cllr Ross Henning (LD)	: 1
Cllr Roy While (C)	: 1
Cllr Ruth Hopkinson (LD)	: 1
Cllr Simon Jacobs (C)	: 1
Cllr Stephen Oldrieve (LD)	: 1
Cllr Stewart Dobson (C)	: 1
Cllr Stewart Palmen (LD)	: 1
Cllr Stuart Wheeler (C)	: 1
Cllr Sven Hocking (C)	: 1
Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
Cllr Trevor Carbin (LD)	: 1

No	: 0
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Abstained	: 2
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Cllr Jane Davies (C)	: 1
Cllr Jon Hubbard (LD)	: 1

16/10/2018
15:23:00
Voting 6/6 - Agenda Item - 16/10/2018 15:22:34



Confirmation presences: 79

Yes	: 18
No	: 56
Abstained	: 2

16/10/2018

15:23:15

Voting 6/6 - Agenda Item - 16/10/2018 15:22:34

Confirmation presences: 79

Yes	: 18
Cllr Bob Jones MBE (LD)	: 1
Cllr Brian Dalton (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Clare Cape (LD)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr Gordon King (LD)	: 1
Cllr Graham Wright (Ind)	: 1
Cllr Ian Thorn (LD)	: 1
Cllr Jim Lynch (LD)	: 1
Cllr Jon Hubbard (LD)	: 1
Cllr Nick Fogg MBE (Ind)	: 1
Cllr Nick Murry (Ind)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Ross Henning (LD)	: 1
Cllr Ruth Hopkinson (LD)	: 1
Cllr Stephen Oldrieve (LD)	: 1
Cllr Stewart Palmen (LD)	: 1
Cllr Trevor Carbin (LD)	: 1
No	: 56
Baroness Scott of Bybrook OBE	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquel Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Christine Crisp (C)	: 1
Cllr Christopher Newbury (C)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr Darren Henry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Deborah Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr Jane Davies (C)	: 1
Cllr Jerry Kunkler (C)	: 1
Cllr Jerry Wickham (C)	: 1
Cllr John Smale (C)	: 1
Cllr John Thomson (C)	: 1
Cllr Johnny Kidney (C)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Jose Green (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Champion (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Matthew Dean (C)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Mollie Groom (C)	: 1
Cllr Paul Oatway QPM (C)	: 1
Cllr Pauline Church (C)	: 1

16/10/2018

15:23:15

Voting 6/6 - Agenda Item - 16/10/2018 15:22:34

Cllr Peter Evans (C)	: 1
Cllr Peter Fuller (C)	: 1
Cllr Peter Hutton (C)	: 1
Cllr Philip Alford (C)	: 1
Cllr Philip Whalley (C)	: 1
Cllr Philip Whitehead (C)	: 1
Cllr Pip Ridout (C)	: 1
Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Richard Gamble (C)	: 1
Cllr Robert Yuill (C)	: 1
Cllr Roy While (C)	: 1
Cllr Simon Jacobs (C)	: 1
Cllr Stewart Dobson (C)	: 1
Cllr Stuart Wheeler (C)	: 1
Cllr Sue Evans (C)	: 1
Cllr Sven Hocking (C)	: 1
Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
<hr/> Abstained	: 2
Cllr George Jeans (Ind)	: 1
Cllr James Sheppard (C)	: 1

16/10/2018
15:28:36
Voting 7/7 - Agenda Item - 16/10/2018 15:28:25



Confirmation presences: 74

■ Yes	: 67
■ No	: 0
■ Abstained	: 0

16/10/2018

15:28:41

Voting 7/7 - Agenda Item - 16/10/2018 15:28:25

Confirmation presences: 74

■ Yes	: 67
Baroness Scott of Bybrook OBE	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bob Jones MBE (LD)	: 1
Cllr Brian Dalton (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Christine Crisp (C)	: 1
Cllr Christopher Newbury (C)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr Clare Cape (LD)	: 1
Cllr Darren Henry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Deborah Halik (C)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr George Jeans (Ind)	: 1
Cllr Gordon King (LD)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian Thorn (LD)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr James Sheppard (C)	: 1
Cllr Jane Davies (C)	: 1
Cllr Jerry Kunkler (C)	: 1
Cllr Jerry Wickham (C)	: 1
Cllr John Smale (C)	: 1
Cllr John Thomson (C)	: 1
Cllr Johnny Kidney (C)	: 1
Cllr Jon Hubbard (LD)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Jose Green (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Champion (C)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Mollie Groom (C)	: 1
Cllr Nick Murry (Ind)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Paul Oatway QPM (C)	: 1
Cllr Pauline Church (C)	: 1
Cllr Peter Evans (C)	: 1
Cllr Peter Fuller (C)	: 1
Cllr Peter Hutton (C)	: 1
Cllr Philip Alford (C)	: 1
Cllr Philip Whalley (C)	: 1
Cllr Philip Whitehead (C)	: 1
Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Richard Gamble (C)	: 1
Cllr Robert Yuill (C)	: 1
Cllr Ross Henning (LD)	: 1
Cllr Roy While (C)	: 1

16/10/2018

15:28:41

Voting 7/7 - Agenda Item - 16/10/2018 15:28:25

Cllr Ruth Hopkinson (LD)	: 1
Cllr Stephen Oldrieve (LD)	: 1
Cllr Stewart Dobson (C)	: 1
Cllr Stewart Palmen (LD)	: 1
Cllr Stuart Wheeler (C)	: 1
Cllr Sue Evans (C)	: 1
Cllr Sven Hocking (C)	: 1
Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
Cllr Trevor Carbin (LD)	: 1
<input type="checkbox"/> No	: 0
<input type="checkbox"/> Abstained	: 0

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Wiltshire Council

Full Council

26 February 2019

Petitions Received

a) St Nicholas Special School

b) Larkrise Special School

a) Save St Nicholas Special Needs School

To consider an online petition of 7,467 signatures. The full petition is available [here](#). A summary is provided below:

Wiltshire Council proposes to CLOSE three special needs schools in our county, including St Nicholas School in Chippenham, in a drastic move to merge them into one remote purpose-built facility.

We say: DON'T CLOSE ST NICHOLAS SCHOOL!! Don't segregate our children with special needs in a mega school far away from their community! Keep our specialist schools local!

b) Larkrise School

To consider an online petition of 8,371 signatures. The full petition is available [here](#). A summary is provided below:

ARNIE'S ARMY are asking for your help in signing this petition to help them obtain Ashton Street Adult Centre for LARKRISE SCHOOL, Trowbridge, Wiltshire.

The school is at threat of closure or merger with other schools which would cause significant upset and major disruption for the children who attend this Special Needs School. These children are already facing daily struggles, it is not fair for them to be forced to move schools and travel further afield. Ashton Street Adult Centre is a PURPOSE BUILT PROPERTY which is based just a few yards from their doorstep and is perfect to help expand (and save) this amazing school!

Please show your support for Larkrise School by signing this petition - before the Council sell this property. ACT NOW - we need your HELP!

Report Author:

Libby Johnstone

Democratic Services Team Lead

Libby.johnstone@wiltshire.gov.uk

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Briefing Note

Special Schools Petitions

1. The Council launched a consultation on special school provision in May 2018 to inform its response to the need for an additional 220 school places by 2026 for children and young people with special needs and/or disabilities.
2. In response to the consultation a significant number of comments were received, including these two petitions which were brought to the attention of the Cabinet.
3. The Cabinet made a decision on 27 November 2018. [Link to papers.](#)
4. Petitioners and other members of the public were invited to speak and ask questions at this meeting, details of which are also included in the Cabinet papers above.
5. Two petitions in respect of St Nicholas School and Larkrise School are presented to this meeting; both petitions are of sufficient size to trigger a debate at Full Council.
6. The petition organisers have five minutes each to present their petitions, which will then both be debated by the Council for up to 15 minutes each. The views of the relevant Cabinet member will be invited.
7. As the decision on special school provision relates to a responsibility of the Cabinet, Full Council will decide whether to make recommendations to inform the final Cabinet decision.

Current position

8. The Council is currently undertaking statutory consultation on the proposal to invest £20m in a new centre of excellence at Rowdeford, which would mean the closure of the old schools Larkrise, St Nicholas and Rowdeford in 2023. The consultation portal and further details are available [here](#).
9. The consultation closes on 1 March, after consideration of the responses, the Cabinet will make a final decision at the meeting on 26 March 2019.

Report Author:

Libby Johnstone

Democratic Services Team Lead

libby.johnstone@wiltshire.gov.uk

Wiltshire Council

Full Council

26 February 2019

Petitions Received

a) Petition Wiltshire Council to abandon the plan to move Salisbury Library from its current location

b) Petition against moving Salisbury Library

a) Petition Wiltshire Council to abandon the plan to move Salisbury Library from its current location

This petition is organised by the Labour party and has approximately 1,500 signatures.

b) Petition against moving Salisbury Library

This petition is organised by the Liberal Democrat party and has approximately 2,500 signatures.

Both petitions are to be presented together.

Libby Johnstone
Democratic Services Team Lead
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Wiltshire Council

Council

26 February 2019

Petitions Update

Petitions Received

As of 11 February 2019, 5 petitions have been received by Wiltshire Council since the last report to Council on 16 October 2018.

Proposal

That Council notes this update on petitions.

Lisa Moore
Democratic Services Officer

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NAME	DATE RECEIVED	RESPONDENTS	ACTION
Petition against the proposals for the Queen Elizabeth 2 Field (Elm Grove Field).	8.11.18	348	<p>Petitioner advised the proposed development includes a financial provision towards improvements/maintenance of play space at Queen Elizabeth Field. The development would also expedite the delivery of a new, two-form entry primary school to address pressing local need.</p> <p>The petition comments were included as part of the consultation carried out by Spatial Planning.</p>
Petition requesting waiting restrictions at the junction of Athelstan Road & St Aldhelm Rd in Malmesbury - online	22.01.19	100	Petition referred to the Highways and Transport service for consideration, a response will be issued in due course.
Devizes Market Place parking petition online	22.01.19	695	<p>The Asset Transfer was approved by Cabinet on 15.01.19 and officers are in the process of finalising the details with Devizes Town Council.</p> <p>Petition referred to Devizes Area Board to discuss and update with local residents at their forthcoming meeting.</p>
Petition for Safe road crossings for school children in Colerne.	23.01.19	159	Petition referred to Corsham's Community Area Transport Group.
Petition for a Zebra Crossing on Bulford Road.	06.02.19	28	Petition referred to the Highways and Transport service for consideration, a response will be issued in due course

Note: This does not include petitions received in respect of regulatory matters ie planning and licensing which are dealt with under different procedures.

Wiltshire Council

Council

26 February 2019

Subject: Treasury Management Strategy 2019/20

Cabinet Member: Councillor Philip Whitehead- Cabinet Member for Finance

Key Decision: No

Executive Summary

This report presents the Treasury Management Strategy for 2019/2020 including:

- a) Prudential and Treasury Indicators for the next three years;
- b) Debt management decisions required for 2019/2020 that do not feature within the Prudential or Treasury Indicators (paragraphs 71 to 76);
- c) Minimum Revenue Provision Policy 2019/2020;
- d) Annual Investment Strategy for 2019/2020, with the following changes from 2018/2019:
 - The ability to lend to selected property funds (CCLA)
 - Increasing the monetary limits on certain counterparties
 - Adjusting the high credit quality criteria

This report has been prepared in accordance with CIPFA Code of Practice for Treasury Management in the Public Services 2011, as revised December 2017. Any relevant changes within the code of practice have been reflected within the Treasury Management Strategy 2019/2020. This report was endorsed by Cabinet on 5 February 2019 and the report to Cabinet is included below.

Proposal(s)

That Council:

- a) **Adopt the Minimum Revenue Provision Policy (paragraph 32 – 34);**

b) Adopt the Prudential and Treasury Indicators (paragraphs 24 – 31, 40 – 49 and Appendix A);

c) Adopt the Annual Investment Strategy (paragraph 77 onwards), including the ratification of the adjustment of the minimum requirement for high credit quality, the limits for certain counterparties and the ability to invest in the CCLA property fund;

d) Delegate to the Director of Finance and Procurement the authority to vary the amount of borrowing and other long-term liabilities within the Treasury Indicators for the Authorised Limit and the Operational Boundary;

e) Authorise the Director of Finance and Procurement to agree the restructuring of existing long-term loans where savings are achievable or to enhance the long-term portfolio;

f) Agree that short term cash surpluses and deficits continue to be managed through temporary loans and deposits;

g) Agree that any surplus cash balances not required to cover borrowing are placed in authorised money-market funds, particularly where this is more cost effective than short term deposits and delegate to the Interim Director of Finance and Procurement the authority to select such funds.

Reason for Proposal(s)

To enable the Council to agree a Treasury Management Strategy for 2019/2020 and set Prudential Indicators that comply with statutory guidance and reflect best practice.

**Corporate Director
Alistair Cunningham**

Wiltshire Council

Cabinet

5 February 2019

Subject: Treasury Management Strategy 2019/2020

Cabinet member: Cllr Philip Whitehead – Finance, Procurement, ICT and Operational Assets

Key Decision: Non Key

Executive Summary

This report presents the Treasury Management Strategy for 2019/2020 including:

- a) Prudential and Treasury Indicators for the next three years
- b) Debt management decisions required for 2019/2020 that do not feature within the Prudential or Treasury Indicators (paragraphs 71 to 76)
- c) Minimum Revenue Provision Policy 2019/2020
- d) Annual Investment Strategy for 2019/2020, with the following changes from 2018/2019,
 - The ability to lend to selected property funds (CCLA)
 - Increasing the monetary limits on certain counterparties
 - Adjusting the high credit quality criteria

This report has been prepared in accordance with CIPFA Code of Practice for Treasury Management in the Public Services 2011, as revised December 2017. Any relevant changes within the code of practice have been reflected within the Treasury Management Strategy 2019/2020.

Proposals

The Cabinet is requested to recommend that the Council:

- a) Adopt the Minimum Revenue Provision Policy (paragraph 32 – 34)
- b) Adopt the Prudential and Treasury Indicators (paragraphs 24 – 31, 40 – 49 and Appendix A)
- c) Adopt the Annual Investment Strategy (paragraph 77 onwards), including the ratification of the adjustment of the minimum requirement for high credit quality, the limits for certain counterparties and the ability to invest in the CCLA property fund
- d) Delegate to the Director of Finance and Procurement the authority to vary the amount of borrowing and other long-term liabilities within the Treasury Indicators for the Authorised Limit and the Operational Boundary
- e) Authorise the Director of Finance and Procurement to agree the restructuring of existing long-term loans where savings are achievable or to enhance the long-term portfolio
- f) Agree that short term cash surpluses and deficits continue to be managed through temporary loans and deposits
- g) Agree that any surplus cash balances not required to cover borrowing are placed in authorised money-market funds, particularly where this is more cost effective than short term deposits and delegate to the Interim Director of Finance and Procurement the authority to select such funds

Reasons for Proposals

To enable the Council to agree a Treasury Management Strategy for 2019/2020 and set Prudential Indicators that comply with statutory guidance and reflect best practice.

Alistair Cunningham
Corporate Director Growth, Investment & Place

Wiltshire Council

Cabinet

5 February 2019

Subject: Treasury Management Strategy 2019/2020

Cabinet member: Cllr Philip Whitehead – Finance, Procurement, ICT and Operational Assets

Key Decision: Non Key

PURPOSE OF REPORT

1. This report asks the Cabinet to consider and recommend that the Council approve the Prudential and Treasury Indicators, together with the Treasury Management Strategy for 2019/2020.

Background

2. The Council is required to operate a balanced budget, which means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned, with cash being available when it is needed. Surplus monies are invested in appropriately risk assessed counterparties or instruments commensurate within the Council's risk appetite set out in the Strategy, providing adequate liquidity initially before considering investment return.
3. The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer-term cash flow planning, to ensure that the Council can meet its capital spending obligations. This management of longer-term cash may involve arranging long or short-term loans, or using longer-term cash flow surpluses. On occasion, when it is prudent and economic, any debt previously drawn may be restructured to meet Council risk or cost objectives.
4. The contribution that the treasury management function makes to the Council is critical, as the balance of debt and investment operations ensure liquidity or the ability to meet spending commitments as they fall due, either on day to day revenue or for larger capital projects. The treasury operations will see a balance of the interest costs of debt and the investment income arising from cash deposits affecting

the available budget. Since cash balances generally result from reserves and balances, it is paramount to ensure adequate security of the sums invested, as a loss of principal will, in effect, result in a loss to the General Fund Balance.

5. Whilst any commercial initiatives or loans to third parties will impact on the treasury function, these activities are generally classed as non-treasury activities, (arising usually from capital expenditure), and are separate from the day to day treasury management activities. Further details on non-financial investments are given in the Capital Strategy 2019/2020.

6. CIPFA defines treasury management as:

“The management of the local authority’s borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

7. Revised reporting is required for the 2019/2020 reporting cycle due to revisions of the MHCLG Investment Guidance, the MHCLG Minimum Revenue Provision (MRP) Guidance, the CIPFA Prudential Code and the CIPFA Treasury Management Code. The primary reporting changes include the introduction of a capital strategy, to provide a longer-term focus to the capital plans, and greater reporting requirements surrounding any commercial activity undertaken under the Localism Act 2011.

Reporting Requirements - Capital Strategy

8. The CIPFA revised 2017 Prudential and Treasury Management Codes require for 2019/2020, all local authorities to prepare an additional report, the capital strategy, which will provide the following,
 - a high-level long term overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services
 - an overview of how the associated risk is managed
 - the implications for future financial sustainability
9. The aim of the capital strategy is to ensure that all members fully understand the overall long-term policy objectives and resulting capital strategy requirements, governance procedures and risk appetite.
10. The capital strategy is reported separately from the Treasury Management Strategy Statement; non-treasury investments will be reported through the former. This ensures the separation of the core treasury function under security, liquidity and yield principles, and the policy and commercialism investments usually driven by expenditure on an asset.

11. The capital strategy will show,

- The corporate governance arrangements for these types of activities;
- Any service objectives relating to the investments;
- The expected income, costs and resulting contribution;
- The debt related to the activity and the associated interest costs;
- The payback period (MRP policy);
- For non-loan type investments, the cost against the current market value;
- The risks associated with each activity.

12. Where a physical asset is being bought, details of market research, advisers used, (and their monitoring), ongoing costs and investment requirements and any credit information will be disclosed, including the ability to sell the asset and realise the investment cash.

13. Where the Council has borrowed to fund any non-treasury investment, there should also be an explanation of why borrowing was required and why the MHCLG Investment Guidance and CIPFA Prudential Code have not been adhered to.

14. If any non-treasury investment sustains a loss during the final accounts and audit process, the strategy and revenue implications will be reported through the same procedure as the capital strategy.

Reporting Requirements – Treasury Management Reporting

15. Each year, the Council is required to receive and approve, as a minimum, three main reports, which incorporate a variety of policies, estimates and actuals.

- a) Treasury Management Strategy Statement including prudential and treasury indicators, which covers the following,
 - the capital plans (including prudential indicators);
 - a minimum revenue provision (MRP) policy (how residual capital expenditure is charged to revenue over time);
 - the treasury management strategy (how the investments and borrowings are to be organised) including treasury indicators; and
 - an investment strategy (the parameters on how investments are to be managed).
- b) Mid-year Treasury Management Report, which will update members with the progress of the capital position, amending prudential indicators as necessary, and whether any policies require revision.
- c) Annual Treasury Report, which is an outturn position document that provides details of a selection of actual prudential and treasury indicators and actual

treasury operations compared to the estimates within the strategy for the financial year.

Treasury Management Strategy 2019/2020

16. The strategy for 2019/2020 covers two main areas,

Capital Issues

- the capital expenditure plans and the associated prudential indicators;
- the minimum revenue provision (MRP) policy.

Treasury Management Issues

- the current treasury position;
- treasury indicators which limit the treasury risk and activities of the Council;
- prospects for interest rates;
- the borrowing strategy;
- policy on borrowing in advance of need;
- debt rescheduling;
- the investment strategy;
- creditworthiness policy; and
- the policy on use of external service providers.

17. These elements cover the requirements of the Local Government Act 2003, the CIPFA Prudential Code, MHCLG Guidance, the CIPFA Treasury Management Code and MHCLG Investment Guidance.

Training

18. The CIPFA Code requires the responsible officer to ensure that members with responsibility for treasury management receive adequate training in treasury management. This especially applies to members responsible for scrutiny. Training will be arranged as required.

19. The training needs of treasury management officers are periodically reviewed.

Treasury Management Consultants

20. The Council uses Link Asset Services, as its external treasury management advisors.

21. The Council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not

placed upon our external service providers. All decisions will be undertaken with regards to all available information, including, but not solely, our treasury advisers.

22. It also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented, and subjected to regular review.
23. The scope of investments within the Councils operations now includes both conventional treasury investments (the placing of residual cash from the Council's functions), and more commercial type investments, such as investment properties. The commercial type investments may require specialist advisers, and the Council will appoint external advisors appropriate to the activity.

Capital Prudential Indicators

24. The Council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans is reflected in the prudential indicators, which are designed to assist members' overview and confirm capital expenditure plans.

Capital Expenditure

25. This indicator shows the anticipated level of capital expenditure for the five years 2018/2019 to 2022/2023. The Capital Programme 2019/2020 will be submitted to Cabinet and Council in February 2019. The estimates for future years are based on indicative figures as part of the Capital Programme, and are therefore subject to change.

Capital Expenditure	2018/2019 Estimate £million	2019/2020 Estimate £million	2020/2021 Estimate £million	2021/2022 Estimate £million	2022/2023 Estimate £million
General Fund	120.266	136.991	59.636	41.665	30.698
Housing Revenue Account (HRA)	19.130	15.944	15.145	10.232	9.831
Commercial Activities/Non-financial investments*	0.000	20.000	21.000	21.000	21.000
Total	139.396	172.935	95.781	72.897	61.529

* Commercial activities/non-financial investments relate to areas such as capital expenditure on investment properties, loans to third parties etc.

26. The table below summarises the above capital expenditure plans and how these plans are being financed by capital or revenue resources. Any shortfall of resources results in a funding borrowing need.

Financing of Capital Expenditure	2018/2019 Estimate £million	2019/2020 Estimate £million	2020/2021 Estimate £million	2021/2022 Estimate £million	2022/2023 Estimate £million
Capital Receipts	12.164	9.567	3.500	0.000	0.000
Capital Grants & Contributions	80.454	71.628	33.694	25.403	25.220
Capital Reserves	0.000	0.000	0.000	0.000	0.000
Revenue	0.000	0.000	0.000	0.000	0.000
HRA (excluding borrowing)	16.998	9.550	9.633	9.959	9.633
Total Financing (non-borrowing)	109.616	90.745	46.827	35.362	34.853
HRA Borrowing	0.00	3.257	4.205	0.273	0.198
Net Financing Need (Borrowing) – General Fund	29.780	78.933	44.749	37.262	26.478
Net Financing Need (Borrowing) – Total	29.780	82.190	48.954	37.535	26.676
Total Financing	138.396	172.935	95.781	72.897	61.529

The Council's Borrowing Need (the Capital Financing Requirement)

27. The second prudential indicator is the Council's Capital Financing Requirement (CFR). The CFR is the total historic outstanding capital expenditure which has not yet been paid for from either revenue or capital resources. It is essentially a measure of the Council's indebtedness and so its underlying borrowing need. Any capital expenditure which has not immediately been paid for, through a revenue or capital resources, will increase the CFR.

28. The CFR does not increase indefinitely, as the minimum revenue provision (MRP) is a statutory annual revenue charge which broadly reduces the indebtedness in line with the asset life, and so charges the economic consumption of capital assets as they are used.

29. The CFR includes any other long-term liabilities (e.g. PFI schemes, finance leases). While these increase the CFR, and therefore the Council's borrowing requirement, these types of schemes include a borrowing facility by the lease PFI, PPP lease provider, and so the Council is not required to separately borrow for these schemes.

30. The CFR projections are summarised in the table below,

	2018/2019 Estimate £million	2019/2020 Estimate £million	2020/2021 Estimate £million	2021/2022 Estimate £million	2022/2023 Actual £million
CFR – General Fund	431.107	466.056	465.755	462.375	447.273
CFR – HRA	119.864	123.122	127.327	127.600	127.797
Total CFR	550.971	589.178	593.082	589.975	575.070
Movement in CFR	11.643	38.207	3.904	(3.107)	(14.905)
Represented by					
Net Financing Need (General Fund)	29.780	78.933	44.749	37.262	26.478
Net Financing Need (HRA)	0.00	3.257	4.205	0.273	0.198
Total Net Financing Need	29.780	82.190	48.954	37.535	26.676
Less MRP/VRP	(10.989)	(12.088)	(15.781)	(16.690)	(17.705)
Less Other Long Term Liabilities (PFI)	(2.776)	(2.895)	(2.974)	(2.952)	(2.876)
Less Other Financing Movements	(4.372)	(29.000)	(26.295)	(21.000)	(21.000)
Movement in CFR	11.643	38.207	3.904	(3.107)	(14.905)

31. A key aspect of the regulatory and professional guidance is that elected members are aware of the size and scope of any commercial activity in relation to the Council's overall financial position. The capital expenditure figures shown in paragraph 25 above and these details demonstrate the scope of this activity and, by approving these figures, consideration is given to the scale, proportionate to the Council's remaining activity.

Minimum Revenue Provision (MRP) Policy Statement

32. The minimum revenue provision (MRP) is the amount set aside for the repayment of the debt as a result of borrowings made to finance capital expenditure.

33. The Council is required to pay off an element of the accumulated General Fund capital spend each year (the CFR) through a revenue charge (the MRP), although it is also allowed to undertake additional voluntary revenue payments (VRP) if required.

34. MHCLG regulations have been issued which require full Council to approve an MRP statement in advance of each year. The following MRP policy was approved in October 2017 following a full review. It is recommended that Council approves the same MRP policy without change for 2019/2020:

- a. In respect of the Council's supported borrowing: MRP will be provided for in accordance with existing practice outlined in the former regulations but on a 2% straight-line basis, i.e. provision for the full repayment of debt over 50 years.
- b. MRP for capital expenditure incurred wholly or partly by unsupported (prudential) borrowing or credit arrangements: equal Instalments to be determined by reference to the expected life of the asset. Asset life is deemed to begin once the asset becomes operational. MRP will commence from the financial year following the one in which the asset becomes operational.
- c. MRP in respect of unsupported (prudential) borrowing: equal Instalments taken to meet expenditure, which is treated as capital expenditure by virtue of either a capitalisation direction or regulations, will be determined in accordance with the asset life method as recommended by the statutory guidance.
- d. The Council retains the right to make additional voluntary payments to reduce debt if deemed prudent.

Borrowing

35. The capital expenditure plans set out in paragraph 25 provide details of the service activity of the Council. The treasury management function ensures that the Council's cash is organised in accordance with the relevant professional codes, so that sufficient cash is available to meet this service activity and the Council's capital strategy. This will involve both the organisation of the cash flow and, where capital plans require, the organisation of appropriate borrowing facilities. The strategy covers the relevant treasury/prudential indicators, the current and projected debt positions and the annual investment strategy.

Current Portfolio Position

36. The overall treasury management portfolio as at 31 March 2018 and for the position as at 30 November 2018 are shown below for both borrowing and investments.

Treasury Portfolio				
	Actual 31/03/2018 £million	Actual 31/03/2018 %	Current 30/11/2018 £million	Current 30/11/2018 %
Treasury Investments				
Banks	29.000	45.53	77.007	63.23
Building Societies	8.000	12.56	8.000	6.57
Local Authorities	13.000	20.41	34.000	27.92
Money Market Funds	13.693	21.50	2.761	2.28
Total Treasury Investments	63.693	100.00	121.768	100.00
Treasury Borrowing				
Local Authorities	0.000	0.00	0.000	0.00
PWLB	266.933	81.40	266.933	81.40
LOBOs	61.000	18.60	61.000	18.60
Total External Borrowing	327.933	100.00	327.933	100.00
Net Treasury Investments/ (Borrowing)	(264.240)		(206.165)	

37. The Council's forward projections for borrowing are summarised in the tables below. These table show the actual external gross debt, against the underlying capital borrowing need (the CFR), highlighting any over or under borrowing, for both the general fund and the HRA.

External Debt General Fund	2017/2018 Actual	2018/2019 Estimate	2019/2020 Estimate	2020/2021 Estimate	2021/2022 Estimate
Debt at 1 April	219.123	209.123	224.232	249.198	258.425
Expected Change in Debt	(10.000)	15.109	24.966	9.227	6.131
Debt at 31 March	209.123	224.232	249.198	258.425	264.556
CFR	414.653	431.107	466.056	465.755	462.375
PFI Liability	50.920	48.420	45.920	43.420	40.920
Under/ (Over) Borrowing	154.610	158.455	170.938	163.910	156.899

External Debt HRA	2017/2018 Actual	2018/2019 Estimate	2019/2020 Estimate	2020/2021 Estimate	2021/2022 Estimate
Debt at 1 April	118.810	118.810	114.000	117.527	121.463
Expected Change in Debt	0.000	(4.810)	3.257	4.206	0.272
Debt at 31 March	118.810	114.000	117.257	121.462	121.735
CFR	124.675	119.865	123.122	127.327	127.600
Under/ (Over) Borrowing	5.865	5.865	5.865	5.865	5.865

38. Within the range of prudential indicators there are a number of key indicators to ensure that the Council operates its activities within well-defined limits. One of these is that the Council needs to ensure that its gross debt does not, except in the short term, exceed the total of the CFR in the preceding year plus the estimates of any additional CFR for 2019/2020 and the following two financial years. This allows some flexibility for limited early borrowing for future years, but ensures that borrowing is not undertaken for revenue or speculative purposes.
39. The Interim Director of Finance and Procurement confirms that the Council complied with this prudential indicator in the current year and does not envisage difficulties for the future. This view takes into account current commitments, existing plans, and the proposals in this report.

Treasury Indicators: Limits to Borrowing Activity

Operational Boundary

40. The operational boundary is the limit beyond which external debt is not normally expected to exceed. In most cases, this would be a similar figure to the CFR, but may be lower or higher depending on the levels of actual debt and the ability to fund under borrowing by other cash resources.
41. The operational boundary is based on a prudent estimate of the most likely maximum level of external borrowing for both capital expenditure and cash flow purposes, which is consistent with other budget proposals.
42. The basis of the calculation for HRA borrowing 2019/2020 is the HRA CFR.

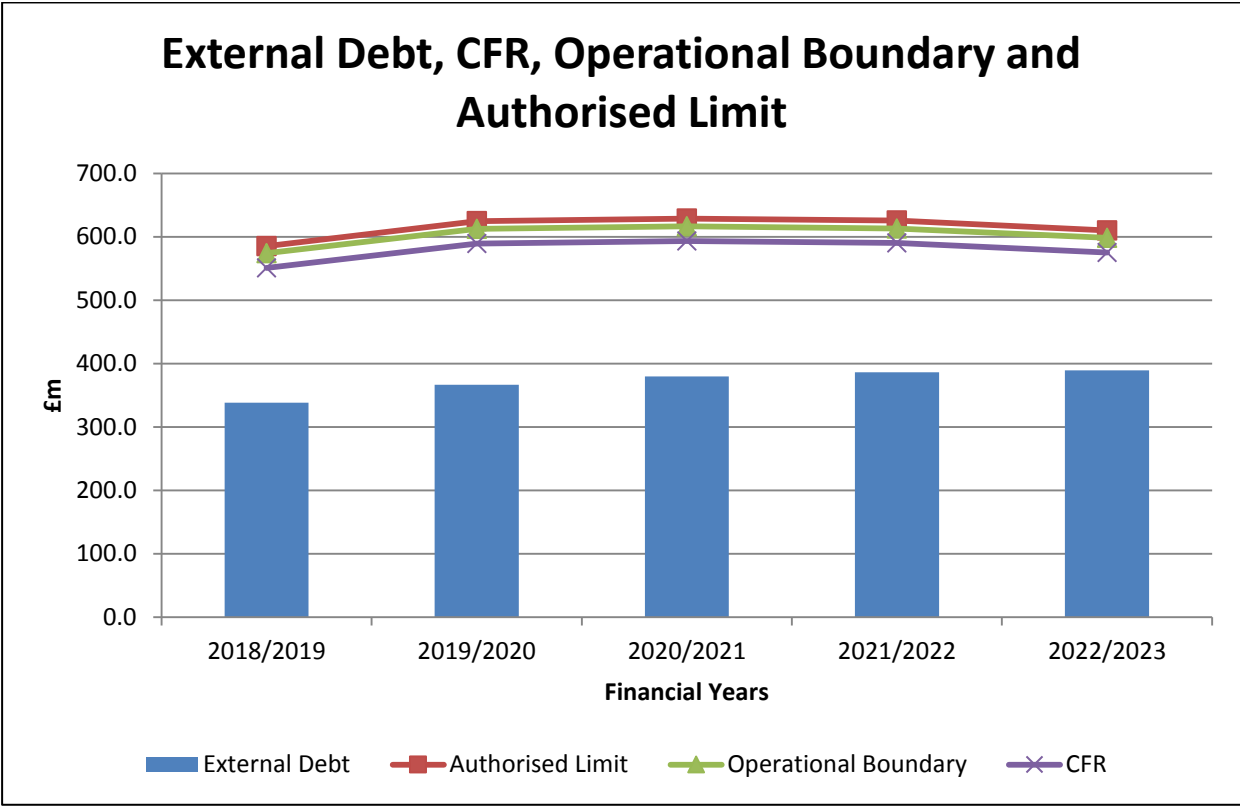
Operational Boundary	2019/2020 £million	2020/2021 £million	2021/2022 £million
General Fund Debt	488.951	488.728	485.326
HRA Debt	123.122	127.327	127.600
Other Long-Term Liabilities	0.200	0.200	0.200
Total	612.273	616.255	613.126

Authorised Limit for External Debt

43. The authorised limit for debt is a key indicator which represents a control on the maximum level of borrowing. This represents a legal limit beyond which external debt is prohibited, and this limit needs to be set or revised by the full Council. It reflects the level of external debt which, while not desired, could be afforded in the short term, but is not sustainable in the longer term.
44. The authorised limit is the statutory limit determined under section 3 (1) of the Local Government Act 2003. The Government retains an option to control either the total of all councils' plans, or those of a specific council, although this power has not yet been exercised.
45. The authorised limit is the operational boundary, including an allowance for unplanned and irregular cash movements. This allowance is difficult to predict, Cabinet approved an amended allowance of 2.5% in the Treasury Management Strategy 2012/2013 at its meeting on 15 February 2012.
46. It is proposed that an allowance of 2.5% is continued for General Fund borrowing for 2019/2020 to 2021/2022, but this will be kept under review. The allowance provides for the possibility of additional borrowing during the year as a result of Government support for further schemes and provides headroom where the projection proves too optimistic (payments made earlier or receipt of income delayed against that forecast).
47. There is no allowance in respect of HRA borrowing, so it has been decided that this borrowing should not exceed the CFR.

Authorised Limit	2019/2020 £million	2020/2021 £million	2021/2022 £million
General Fund Debt	501.175	500.946	497.459
HRA Debt	123.122	127.327	127.600
Other Long-Term Liabilities	0.200	0.200	0.200
Total	624.497	628.473	625.259

48. The following bar/line graph shows external debt against the CFR, operation boundary and authorised limit.



Abolition of the HRA Debt Cap

49. In October 2018 the Prime Minister announced a policy change regarding the abolition of the HRA debt cap. The Chancellor announced in the Budget that the applicable date was 29 October 2018.

Monitoring and Reporting of the Prudential Indicators

50. Progress will be monitored throughout the year, particularly against the two borrowing limits (operational boundary and authorised limit) above. Cabinet will be kept informed of any issues that arise, including potential or actual breaches.

51. The elements within the Authorised Limit and the Operational Boundary, for borrowing and other long-term liabilities require the approval of the Council. In order to give operational flexibility, members are asked to delegate to the Director of Finance and Procurement, the ability to effect movements between the two elements where this is considered necessary. Any such changes will be reported to members.

52. The operational boundary is a key management tool for in-year monitoring. It will not be significant if the operational boundary is breached temporarily on occasions due

to variations in cash flow. However, a sustained or regular trend above the operational boundary is considered significant and will lead to further investigation and action as appropriate.

53. Any breach of the operational boundary will be reported to members at the earliest meeting following the breach. The authorised limit will, in addition, need to provide headroom over and above the operational boundary, sufficient for unusual cash movements, for example, and should not be breached.

Borrowing Strategy

54. The Council is currently maintaining an under-borrowed position. This means that the capital borrowing need, (the Capital Financing Requirement) has not been fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow have been used as a temporary measure (internal borrowing). This strategy is prudent, as investment returns are low and counterparty risk is still an issue that needs to be considered.
55. Against this background and the risks within the economic forecast, caution will be adopted with the 2019/2020 treasury operations. The Director of Finance and Procurement will, through delegation and reporting, monitor interest rates in financial markets and adopt a pragmatic approach to changing circumstances:
 - a) if it was considered that there was a significant risk of a sharp fall in long and short-term rates, (e.g. due to a marked increase of risks around relapse into recession or of risks of deflation), then long term borrowings will be postponed, and potential rescheduling from fixed rate funding into short term borrowing will be considered.
 - b) if it was considered that there was a significant risk of a much sharper rise in long and short-term rates than that currently forecast, perhaps arising from an acceleration in the rate of increase in central rates in the USA and UK, an increase in world economic activity or a sudden increase in inflation risks, then the portfolio position will be re-appraised. Most likely, fixed rate funding will be drawn whilst interest rates are lower than projected to be in the next few years.
56. Any decisions will be reported to Cabinet at the earliest meeting following the decision.

Rate and Timing of Borrowing

57. In 2019/2020 one (HRA PWLB) loan of £8 million will mature and become repayable (March 2020). This loan will be refinanced in early 2019 in advance of the repayment date, to minimise the risks associated with any potential interest rate rises.
58. The timing of any borrowing is crucial in terms of interest rates and the potential to minimise interest costs. Prior to any actual borrowing the treasury team will, in conjunction with our treasury advisers, proactively manage the interest rate position, using all information available to inform the borrowing decision.
59. It is, of course, not always possible to obtain the lowest rates of interest, as there is a risk that unforeseen events can significantly alter the level of rates, however, ongoing active monitoring of rates will mitigate against this risk.
60. In supporting the capital programme, the Council will consider all borrowing options, such as:
- a) internal borrowing, using medium term cash balances;
 - b) fixed rate Public Works Loan Board (PWLB) borrowing;
 - c) long term fixed rate market loans.
61. The decision will be made whilst maintaining an appropriate balance between PWLB and market debt in the debt portfolio.

Lender Option Borrower Option (LOBO) Market Loans

62. Wiltshire Council currently has borrowings of £61 million in LOBO loans.
63. There are two main types of LOBO loan (of which the Council has both in its portfolio)
- a) a loan with an 'initial period' at a relatively low rate of interest, on the completion of which, the rate will automatically increase to a 'secondary rate' under the terms of the loan agreement. The interest rate is then subject to 'call option dates' at certain predetermined stages (e.g. every six months, every five years) over the life of the loan, at which time the lender has the option to set a revised interest rate and the borrower has the option to repay the loan without penalty;
 - b) a loan subject to 'call option dates' only (i.e. there is no 'secondary rate') at which time the lender has the option to raise the interest rate and the borrower has the option to repay the loan without penalty.
64. If the lender exercises his option to revise the interest rate at one of the 'call option dates', the Council's strategy is that it will always exercise its option to repay the

loan. Consideration will then be given to refinancing the debt where the overall level of debt prior to the repayment needs to be maintained.

65. In the current market of relatively low interest rates and very little significant upward movement in rates predicted in the near future, it is unlikely that the loans would be called in the short to medium term.

Short Term Cash Deficits

66. Temporary loans, where both the borrower and lender have the option to redeem the loan within twelve months, are used to offset short term revenue cash deficits. They may also be used to cover short term capital requirements until longer term loans become more cost effective. The majority of these loans will be at fixed interest rates, maturing on specific dates. The strategy is that the Council shall utilise temporary loans for any short-term cash deficits that arise in respect of revenue and/or capital.

Short Term Cash Surpluses

67. It is anticipated that temporary short term (up to three months) cash surpluses will arise regularly during the year, due to timing differences between income streams and payments. Investment of these surpluses will be in specific investments (e.g. short-term Sterling investments of less than one year). Such investments will normally be short term deposits maturing on specific dates that reflect cash flow requirements at the date the deposit is made. However, under certain market conditions, money market funds will be used, particularly if they provide improved returns.

Longer Term Cash Surpluses (over three months, up to one year)

68. Some cash surpluses, for example core revenue balances, net creditors, accrued reserves and special funds such as those for insurance and PFI can be invested on a long-term basis. These cash surpluses may be used for capital financing requirements, where longer term interest rates mean that it is less cost effective to take out longer term loans.
69. Improved returns may be obtained by placing these surpluses in money market funds. The Director of Finance and Procurement has delegated authority to select money market funds and appoint external cash managers within the current approved strategy and it is proposed that this authority is retained.
70. The proposed Investment Strategy for 2019/2020 includes the use of unspecified investments (e.g. more than 12 months to maturity and for which external

professional advice is required) that the Council's treasury adviser may recommend for investment of longer term cash surpluses.

Policy on Borrowing in Advance of Need

71. Any decision to borrow in advance will be within forward approved CFR estimates, and will be considered carefully to ensure that value for money can be demonstrated and that the security of such funds is ensured. Borrowing more than, or in advance of, the Council's needs in order to profit from investment in a non-financial asset should be fully explained within the Council's Capital Strategy.
72. Risks associated with any borrowing in advance activity will be subject to prior appraisal and subsequent reporting through the mid year or annual reporting mechanism.

Debt Rescheduling

73. As short term borrowing rates will be cheaper than longer term fixed interest rates, there may be potential opportunities to generate savings by switching from long term debt to short term debt. However, these savings will need to be considered in the light of the current treasury position and the size of the debt repayment cost (i.e. premiums for early repayment).
74. The reasons for any rescheduling to take place will include:
 - a) the generation of cash savings and/or discounted cash flow savings;
 - b) helping to fulfil the treasury strategy;
 - c) enhancing the balance of the portfolio (the maturity profile and/or the balance of volatility).
75. Consideration will also be given to identify if there is any residual potential for making savings by running down investment balances to repay debt early as short term rates on investments are likely to be lower than rates paid on current debt.
76. All rescheduling will be reported to members in a treasury report at the earliest meeting following its action.

Annual Investment Strategy

Investment Policy – Management of Risk

77. The MHCLG and CIPFA have extended the meaning of investments to include both financial and non-financial investments. This report deals solely with financial investments, (managed by the treasury management team). Non-financial investments, essentially the purchase of income yielding assets, are covered in the Capital Strategy (a separate report).
78. Council’s investment policy has regard to the following,
- MHCLG Guidance on Local Government Investments (“the Guidance”)
 - CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes 2017 (“the Code”).
 - CIPFA Treasury Management Guidance Notes 2018.
79. The Council’s investment priorities will be security first, portfolio liquidity second, then yield (return).
80. The above guidance from the MHCLG and CIPFA place a high priority on the management of risk. The Council has adopted a prudent approach to managing risk and defines its risk appetite by the following means,
- a) Minimum acceptable credit criteria are applied in order to generate a list of highly creditworthy counterparties. This also enables diversification and thus avoidance of concentration risk. The key ratings used to monitor counterparties are the short term and long-term ratings.
 - b) Other information ratings will not be the sole determinant of the quality of an institution; it is important to continually assess and monitor the financial sector on both a micro and macro basis and in relation to the economic and political environments in which institutions operate. The assessment will also take account of information that reflects the opinion of the markets. To achieve this consideration the Council will engage with its advisors to maintain a monitor on market pricing such as credit default swaps and overlay that information on top of the credit ratings.
 - c) Other information sources used will include the financial press, share price and other such information pertaining to the banking sector in order to establish the most robust scrutiny process on the suitability of potential investment counterparties.

- d) The Council has defined the list of types of investment instruments that the treasury management team are authorised to use. There are two lists in Appendix B under the categories of 'specified' and 'non-specified' investments.
 - a) Specified Investments are those with a high level of credit quality and subject to a maturity limit of one year.
 - b) Non-specified investments are those with less high credit quality, may be for periods in excess of one year, and/or are more complex instruments which require greater consideration by members and officers before being authorised for use.
 - e) Non-specified investments limit. The Council has determined that it will limit the maximum total exposure to non-specified investments to be £30 million, in line with the limits for investments for longer than 365 days.
 - f) Lending Limits, (amounts and maturity) for each counterparty will be set through applying the matrix table in paragraph 86 and 91.
 - g) The Council will set a limit for the amount of its investments which are invested for longer than 365 days (see paragraph 102)
 - h) Investments will only be placed with counterparties from countries with a specified minimum sovereign rating (see paragraph 94)
 - i) The Council has engaged external consultants (see paragraph 20) to provide expert advice on how to optimise an appropriate balance on security, liquidity and yield, given the risk appetite of the Council in the context of the expected level of cash balances and need for liquidity throughout the year.
 - j) All investments will be denominated in sterling.
 - k) As a result of the change in accounting standards for 2018/2019 under IFRS 9, the Council will consider the implications of investment instruments which could result in an adverse movement in the value of the amount invested and resultant charges at the end of the year to the General Fund. (In November 2018, the MHCLG concluded a consultation for a temporary override to allow English local authorities time to adjust their portfolio of all pooled investments by announcing a statutory override to delay implementation of IFRS 9 for five years commencing from 1 April 2018)
81. The Council will also pursue value for money in treasury management and will monitor the yield from investment income against appropriate benchmarks for investment performance (see paragraph 104). Regular monitoring of investment performance will be carried out during the year.

82. Property funds offer enhanced returns over the longer term, but are more volatile in the short term. These allow the Authority to diversify into asset classes other than cash without the need to own and manage the underlying investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Authority's investment objectives will be monitored regularly.
83. The Council will consider an investment in the CCLA Property Fund (a fund tailored to Local Authorities), and investment limits have been set as per non-specified investments. This would provide additional diversification of the Council's investments and the potential for earning a higher investment yield on the core investment balance.

Changes in Risk Management Policy from 2018/2019

84. The following criteria have been changed from last year,
- a. Monetary lending limits for the following types of investments have been increased from £8 million to £10 million, as comparable with other similar local authorities (see paragraph 89). The previous limits have been in place since the inception of the unitary authority, since which the Council has more surplus cash to invest on a daily basis. The increase in this limit will assist officers in placing funds, as many counterparties only deal in multiples of £5 million.
 - UK incorporated banks (that have a long term credit rating of less than AA but also satisfy the credit rating conditions within this Strategy);
 - Overseas banks (that have a long term credit rating of less than AA but also satisfy the credit rating conditions within this Strategy)
 - UK Building societies with long term credit rating of at least A
 - Government backed overseas banks and their subsidiaries

Creditworthiness Policy

85. The Council applies the creditworthiness service provided by Link Asset Services. This service employs a sophisticated modelling approach, utilising credit ratings from the three main credit rating agencies - Fitch, Moodys and Standard & Poors. The credit ratings of counterparties are supplemented with the following overlays:
- Credit watches and credit outlooks from credit rating agencies;
 - CDS spreads to give early warning of likely changes in credit ratings;
 - Sovereign ratings to select counterparties from only the most creditworthy countries.
86. The above 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

Colour	Maximum Investment
Yellow	5 years
Dark Pink	5 years (for ultra-short dated bond funds with a credit score of 1.25)
Light Pink	5 years (for ultra-short dated bond funds with a credit score of 1.5)
Purple	2 years
Blue	1 year (only applies to nationalised or semi nationalised UK banks)
Orange	1 year
Red	6 months
Green	100 days
No colour	not to be used

87. The Link Asset Services creditworthiness service uses a wider array of information other than just primary ratings. Furthermore, by using a risk weighted scoring system, it does not give undue preponderance to just one agency's ratings.
88. Typically, the minimum credit ratings criteria the Council use will be a Short Term rating (Fitch or equivalents) of F1 and a Long Term rating of A-. There may be occasions when the counterparty ratings from one rating agency are marginally lower than these ratings but may still be used. In these instances, consideration will be given to the whole range of ratings available, or other topical market information, to support their use.
89. All credit ratings will be monitored daily. The Council is alerted to changes to ratings of all three agencies through its use of the Link Asset Services' creditworthiness service.
- If a downgrade results in the counterparty/investment scheme no longer meeting the Council's minimum criteria, its further use as a new investment will be withdrawn immediately.
 - In addition to the use of credit ratings the Council will be advised of information in movements in credit default swap spreads against the iTraxx benchmark and other market data on a daily basis via its Passport website, provided exclusively to it by Link Asset Services. Extreme market movements may result in downgrade of an institution or removal from the Council's lending list.
90. Sole reliance will not be placed on the use of this external service. In addition, the Council will also use market data and market information, information on any external support for banks to help support its decision making process.

91. In addition to the above criteria, the following limits will be applied to the total cumulative investments placed with an individual institution (or group of institutions where there is common ownership)

Monetary Limit	Counterparties
Up to £15 million	UK incorporated banks with a long term credit rating of at least AA
	Overseas banks that have a long term credit rating of at least AA
	Multilateral development banks
	Local authorities and other public bodies
	Money market funds
Up to £12 million	Government backed UK banks and UK building societies and their subsidiaries
Up to £10 million	UK incorporated banks (that have a long term credit rating of less than AA but which also satisfy the credit rating conditions within this Strategy);
	Overseas banks (that have a long term credit rating of less than AA but which also satisfy the credit rating conditions within this Strategy)
	UK Building societies with long term credit rating of at least A
	Government backed overseas banks and their subsidiaries

Changes in Creditworthiness Policy from 2018/2019

92. Following advice from Link Asset Services, the additional minimum requirement for high credit quality, relating to the application of ratings from Fitch, to banks and building societies, has been removed this year.

93. Currently, the Council utilises the creditworthiness service provided by Link Asset Services, and their sophisticated modelling approach, which takes account of a wide variety of credit checks. Therefore, the application of an additional layer of ratings criteria by the Council’s own treasury officers is unnecessary, given the expertise already employed by the Council’s advisors.

Other Limits

94. Due care will be taken to consider the exposure of the Council’s total investment portfolio to non-specified investments, countries, groups and sectors.

- a. Non-specified investment limit. The Council has determined that it will limit the maximum total exposure to non-specified investments as being £30 million.
- b. Country limit. The Council has determined that it will only use approved counterparties from the UK and countries with a minimum sovereign credit rating of AA- from Fitch. The list of countries that qualify using this credit criteria as at

the date of this report are shown in Appendix C. This list will be added to, or deducted from, by officers should ratings change in accordance with this policy.

c. Other limits. Limits in place above will apply to a group of counterparties.

Investment Strategy

95. Investments will be made with reference to the core balance and cash flow requirements and the outlook for short term interest rates (i.e. rates for investments up to 12 months)

96. Greater returns are usually obtainable by investing for longer period. While most cash balances are required in order to manage the ups and downs of cash flow, where cash sums can be identified that could be invested for longer periods, the value to be obtained from longer term investments will be carefully assessed.

- If it is thought that Bank Rate is likely to rise significantly within the time horizon being considered, then consideration will be given to keeping most investments as being short term
- Conversely, if it is thought that Bank Rate is likely to fall within that time period, consideration will be given to locking in higher rates currently obtainable, for longer periods.

Investment Returns Expectations

97. Bank rate is forecast to increase steadily but slowly over the next few years to reach 2.00% by quarter 1 of 2022. Bank rate forecasts for financial year ends are as follows:

Year	Bank Base Rate
2018/2019	0.75%
2019/2020	1.25%
2020/2021	1.50%
2021/2022	2.00%

98. The suggested budgeted investment earnings rates for returns on investments places for periods up to about 3 months during each financial year are as follows:

Year	Budgeted Earnings Rate
2018/2019	0.75%
2019/2020	1.00%
2020/2021	1.50%
2021/2022	1.75%
2022/2023	1.75%
2023/2024	2.00%
Later Years	2.50%

99. The overall balance of risks to economic growth in the UK is probably neutral.

100. The balance of risks to increases in Bank Rate and shorter term PWLB rates, are probably also even and are dependent on how strong GDP growth turns out, how slowly inflation pressures subside, and how quickly the Brexit negotiations move forwards positively.

Investment Treasury Indicator and Limit

101. This investment treasury indicator limits the total funds invested for greater than 365 days. These limits are set with regard to the Council's liquidity requirements and to reduce the need for any unnecessary borrowing, and are based on the availability of funds after each year end.

102. The Council is asked to approve the treasury indicator and limit:

Maximum Principal Sums Invested > 365 days			
	2019/2020	2020/2021	2021/2022
Principal Sums Invested > 365 Days	£30m	£30m	£30m
Current Investments > 365 Days maturing in each year	£0m	£0m	£0m

103. For its cash flow generated balances, the Council will seek to utilise its HSBC overnight investment instant access account, money market funds and short dated deposits (overnight to 100 days) in order to benefit from the compounding of interest.

Investment Risk Benchmarking

104. The Council will use an investment benchmark to assess the investment performance of its investment portfolio of the relevant LIBID rate (dependant on the average duration of the fund).

End of Year Investment Report

105. At the end of the financial year, the Council will report on its investment activity as part of its Annual Treasury Report.

Overview and Scrutiny Engagement

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

Safeguarding Implications

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

Public Health Implications

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

Procurement Implications

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

Equalities Impact of the Proposal

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

Environmental and Climate Change Considerations

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

Risks Assessment

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

113. The Prudential & Capital Indicators and the Annual Investment Strategy take account of the forecast movement in interest rates and allow sufficient flexibility to be varied if actual movements in interest rates are not in line with the forecast.

114. The Council's treasury adviser is currently reporting the following in terms of investment and borrowing rates,

- a) Investment returns are likely to remain low during 2019/2020 but to be on a gently rising trend over the next few years.

- b) Borrowing interest rates have been volatile so far in 2018/2019 and have increased modestly since the summer. The policy of avoiding new borrowing by running down spare cash balances has served well over the last few years. However, this needs to be carefully reviewed to avoid incurring higher borrowing costs in the future when authorities may not be able to avoid new borrowing to finance capital expenditure and/or the refinancing of maturing debt;
- c) There will remain a cost of carry (the difference between higher borrowing costs and lower investment returns), to any new long term borrowing that causes a temporary increase in cash balances, and this position will, most likely, incur a revenue cost.
- d) It is unlikely that MPC will increase Bank Rate (from 0.75%) in February 2019, ahead of the deadline in March for Brexit. The next increase in Bank Rate is therefore forecast to be in May 2019, followed by increases in February and November 2020, before ending up at 2.0% in February 2022.

Financial Implications

115. These have been examined and are implicit throughout the report.

Legal Implications

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

Options Considered

117. Future consideration will be given to alternative borrowing and investment options to improve the cost effectiveness of and return on treasury activities for the Council.

118. The options in relation to the revenue and capital budgets in these proposals are fully consistent with the figures included within the budget considerations.

Proposals

119. The Cabinet is requested to recommend that the Council approves and adopts the Treasury Management Strategy for 2019/2020, as follows,

- a. Adopt the Minimum Revenue Provision Policy (paragraphs 32 – 34)
- b. Adopt the Prudential and Treasury Indicators (paragraphs 24 – 31, 40 – 49 and Appendix A)

- c. Adopt the Annual Investment Strategy (paragraph 77 onwards) including the ratification of the adjustment of the minimum requirement for high credit quality, the limits for certain counterparties and the ability to invest in the CCLA property fund
- d. Delegate to the Interim Director of Finance and Procurement the authority to vary the amount of borrowing and other long term liabilities within the Treasury Indicators for the Authorised Limit and the Operational Boundary
- e. Authorise the Interim Director of Finance and Procurement to agree the restructuring of existing long-term loans where savings are achievable or to enhance the long term portfolio
- f. Agree that short term cash surpluses and deficits continue to be managed through temporary loans and deposits
- g. Agree that any surplus cash balances not required to cover borrowing are placed in authorised money-market funds, particularly where this is more cost effective than short term deposits and delegate to the Interim Director of Finance and Procurement the authority to select such funds

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Background Papers

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

None.

Appendices

- Appendix A Prudential and Treasury Indicators 2019/2020, 2020/2021 & 2021/2022
- Appendix B Specified and non-specified Investments
- Appendix C Approved countries for investments
- Appendix D Treasury Management Scheme of Delegation
- Appendix E Role of the Section 151 Officer

Capital Prudential and Treasury Indicators for 2018/2019, 2019/2020 & 2020/2021

1. The Prudential and Treasury Management Codes and Treasury Guidelines require the Council to set a number of Prudential and Treasury Indicators for the financial year ahead. This appendix sets out the indicators required by the latest code.

Affordability Prudential Indicators

2. The previous sections cover the overall capital and control of borrowing prudential indicators, but within this framework prudential indicators are required to assess the affordability of the capital investment plans. These provide an indication of the impact of the capital investment plans on the Council's overall finances. The Council is asked to approve the following indicators,

Ratio of Financing Costs to Net Revenue Stream

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

	2017/2018 Actual (%)	2018/2019 Estimate (%)	2019/2020 Estimate (%)	2020/2021 Estimate (%)	2021/2022 Estimate (%)
General Fund	5.5	5.8	6.3	7.4	7.5
HRA	14.5	14.6	14.4	15.1	15.8

4. The estimates in financing costs above include current commitments and the proposals in this budget report.

Maturity Structure of Borrowing

5. These gross limits are set to reduce the Council's exposure to large fixed rate sums falling due for refinancing, and are required for upper and lower limits.
6. In order to protect the Council from interest rate risk and to safeguard the continuity of treasury management financing costs, the following limits have been adopted.

Maturity Structure of Fixed Interest Rate Borrowing 2019/2020		
	Lower (%)	Upper (%)
Under 12 months	0	25
12 months to 2 years	0	25
2 years to 5 years	0	45
5 years to 10 years	0	75
10 years and above	0	100

7. In addition to the indicators (above) it is considered prudent that, under normal circumstances, no more than 15% of long term loans, excluding LOBO loans, should fall due for repayment within any one financial year and 25% in the case of LOBO loans, where maturity is deemed to be the “next call option date”.

Control of Interest Rate Exposure

8. This identifies a maximum limit for fixed and variable interest rates based upon the debt position net of investments

Interest rate exposures	2019/2020	2020/2021	2021/2022
	Upper Limit (%)	Upper Limit (%)	Upper Limit (%)
Limits on fixed interest rates based on net debt	100	100	100
Limits on variable interest rates based on net debt	50	50	50

Treasury Management Practice (TMP) 1 Credit and Counterparty Risk Management

Specified Investments.

1. All such investments will be sterling denominated, with maturities up to a maximum of 1 year, meeting the minimum 'high' quality criteria.

Non-Specified Investments.

2. These are any investments which do not meet the specified investment criteria.
3. A maximum of £30 million will be held in aggregate non-specified investments.
4. A variety of instruments will be used, subject to the credit quality of the institution, and depending on the type of investment made, it will fall into one of the above categories.
5. The criteria applying to institutions or investment vehicles are as follows,

	Minimum credit criteria/ colour band	Maximum maturity period
Specified Investments		
DMADF – UK Government	N/A	6 months
UK Government Gilts	UK sovereign rating	12 months
UK Government Treasury Bills	UK sovereign rating	12 months
Bonds issued by multilateral development banks	AAA	6 months
Money Market Funds CNAV	AAA	Liquid
Money Market Funds LVAV	AAA	Liquid
Money Market Funds VNAV	AAA	Liquid
Ultra Short Dated Bonds (1.25)	AAA	
Ultra Short Dated Bonds (1.5)	AAA	
Local Authorities	N/A	12 months
Term Deposits with Banks and Building Societies	Blue Orange Red Green No Colour	12 months 12 months 6 months 100 days Not for use
Certificates of Deposit or Corporate Bonds	Blue Orange Red Green No Colour	12 months 12 months 6 months 100 days Not for use
Gilt Funds	UK sovereign rating	

Non-Specified Investments		
Term Deposits with Banks and Building Societies	Purple Yellow	2 years 5 years
UK Government Gilts	UK sovereign rating	50 years
Property Fund (CCLA)	N/A	N/A

- The criteria in this appendix are intended to be the operational criteria in normal times. At times of heightened volatility, risk and concern in financial markets, this strategy may be amended by temporary operational criteria further limiting investments to counterparties of a higher creditworthiness and / or restricted time limits.

Accounting treatment of investments.

- The accounting treatment may differ from the underlying cash transactions arising from investment decisions made by this Council. To ensure that the Council is protected from any adverse revenue impact, which may arise from these differences, we will review the accounting implications of new transactions before they are undertaken.

Monitoring of Investment Counterparties

- The credit rating of counterparties will be monitored regularly. The Council receives credit rating information (changes, rating watches and rating outlooks) from Link Asset Services as and when ratings change, and counterparties are checked promptly. On occasion ratings may be downgraded when an investment has already been made. The criteria used are such that a minor downgrading should not affect the full receipt of the principal and interest. Any counterparty failing to meet the criteria will be removed from the list immediately by the Interim Director of Finance and Procurement, and if required new counterparties which meet the criteria will be added to the list.

Approved Countries for Investments

This list is based on those countries which have sovereign ratings of AA- or higher (the lowest rating from Fitch, Moody's and S&P is shown) and also, (except - at the time of writing - for Hong Kong, Norway and Luxembourg), have banks operating in sterling markets which have credit ratings of green or above in the Link Asset Services credit worthiness service.

Rating	Country
AAA	Australia
	Canada
	Denmark
	Germany
	Luxembourg
	Netherlands
	Norway
	Singapore
	Sweden
	Switzerland
AA+	Finland
	U.S.A.
AA	Abu Dhabi (UAE)
	France
	Hong Kong
	U.K.
AA-	Belgium
	Qatar

Treasury Management Scheme of Delegation

Full Council

1. Receiving and reviewing reports on treasury management policies, practices and activities;
2. Budget consideration and approval;
3. Approval of annual strategy.

Cabinet

1. Approval of/amendments to the organisation's adopted clauses, treasury management policy statement and treasury management practices;
2. Budget consideration and proposal;
3. Approval of the division of responsibilities;
4. Receiving and reviewing regular monitoring reports and acting on recommendations;

Scrutiny – Finance Task Group

1. Reviewing the treasury management policy and procedures and making recommendations to the responsible body.

The Treasury Management Role of the Section 151 Officer

1. Recommending clauses, treasury management policy/practices for approval, reviewing the same regularly, and monitoring compliance;
2. Submitting regular treasury management policy reports;
3. Submitting budgets and budget variations;
4. Receiving and reviewing management information reports;
5. Reviewing the performance of the treasury management function;
6. Ensuring the adequacy of treasury management resources and skills, and the effective division of responsibilities within the treasury management function;
7. Ensuring the adequacy of internal audit, and liaising with external audit;
8. Approving the selection of external service providers and agreeing terms of the appointment.
9. Preparation of a capital strategy to include capital expenditure, capital financing, non-financial investments and treasury management, with a long term timeframe (say 20+ years – to be determined in accordance with local priorities.)
10. Ensuring that the capital strategy is prudent, sustainable, affordable and prudent in the long term and provides value for money
11. Ensuring that due diligence has been carried out on all treasury and non-financial investments and is in accordance with the risk appetite of the Council
12. Ensure that the Council has appropriate legal powers to undertake expenditure on non-financial assets and their financing
13. Ensuring the proportionality of all investments so that the Council does not undertake a level of investing which exposes the Council to an excessive level of risk compared to its financial resources
14. Ensuring that an adequate governance process is in place for the approval, monitoring and ongoing risk management of all non-financial investments and long term liabilities
15. Provision to members of a schedule of all non-treasury investments including material investments in subsidiaries, joint ventures, loans and financial guarantees

16. Ensuring that members are adequately informed and understand the risk exposures taken on by the Council
17. Ensuring that the Council has adequate expertise, either in house or externally provided, to carry out the above
18. Creation of Treasury Management Practices which specifically deal with how non-treasury investments will be carried out and managed.

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COUNCIL – 26 FEBRUARY 2019

BUDGET DEBATE PROCESS

1. Introduction by Chairman

- Remind councillors about circulated paperwork
- To clarify process to be followed

2. Councillor Jane Scott - Leader of the Council

- To deliver the budget speech
- No time limit on speech

3. Councillor Philip Whitehead - Cabinet member for Finance

- To present and move the budget
- No time limit on speech

4. Councillor Graham Wright - Chair of Overview and Scrutiny Management Committee

- To present the report of the Committee on the consideration of the Financial Plan – 31 January 2019
- To highlight particular areas of discussion
- No time limit on speech

5. Councillor Ian Thorn – Chair of Financial Planning Task Group

- To report on the work of the Financial Planning Task Group
- No time limit on speech

6. Group Leaders – Response to Budget

- Group Leaders to respond to the recommendations of Cabinet and Councillor Whitehead's motion
- No time limit on speeches

7. Group Leaders – Opportunity for amendments *(if applicable)*

- Group Leaders' opportunity to move amendments to the motion – each amendment needs to be seconded and the seconder may reserve their speech until later in the debate

- Debate on each amendment to budget – Group Leaders to be asked to speak first on any amendments.
- Chairman of Overview and Scrutiny Committee and Cllr Whitehead to respond, then widen debate to other Councillors.
- Movers of an amendment have a right to reply.

8. Cllr Gavin Grant – Tabled amendment

- Group Leaders to respond, followed by the Chairman of Overview and Scrutiny Committee and Cllr Whitehead, and then widen debate to other Councillors.
- Mover to have a right to reply.

9. Councillor Graham Wright- Chairman of Overview and Scrutiny Management Committee

- Report of the Special meeting of the Committee on 12 February 2019
- To respond to Cllr Grant's amendment

10. Other Councillors – Amendment *(if applicable)*

- Each councillor to speak once only
- The mover of the original motion (Councillor Whitehead) has the right of reply
- The mover of the amendment has a right to reply
- Debate and vote on amendment – if agreed this amends the original or substantive motion (or incorporated in the motion by agreement) – if not it falls
- Recorded votes on any amendments
- Proceed to next amendment and repeat process

11. The Substantive Motion

(This could be the original motion or the motion as amended above)

- Debate on the substantive motion
- Councillors to speak only once
- Cllr Whitehead has right of reply
- Substantive motion debated and put to the vote
- Budget set
- All votes on budget will be by way of recorded vote

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Wiltshire Council

Overview and Scrutiny Management Committee

12 February 2019

Meeting of the Overview and Scrutiny Management Committee Report on Proposed Amendments for the 2019/20 Budget

Purpose of report

1. To report to the Overview and Scrutiny Management Committee the proposed amendments from Councillor Gavin Grant to the budget recommended to Cabinet on 5 February 2019 for the committee to appraise and raise any comments to Full Council.

Background

2. This meeting of the Overview and Scrutiny Management Committee provides an opportunity for non-executive councillors to question the councillor Grant, on his proposed amendments before the budget is considered by Full Council on 26 February 2019.
3. The Member proposal is to remove the charges in Wiltshire Council car parks on public holidays. The net loss of revenue is approximately £60,000. That shortfall to be made up by an equal movement of funds from the General Reserve.
4. The proposals are for 2019.20 only and can therefore be summarised as:

Proposal	Saving £m	Investment £m
Remove bank holiday parking charges across Wiltshire Council car parks		(0.060)
Total growth/ investment proposal		(0.060)
Additional Drawdown of general reserves	(0.060)	
Total savings proposals	(0.060)	

Corporate Directors Operational comments

5. Should further consultation be required this would lead to a delay which would mean that the loss of income would be less and therefore less drawdown on reserves.

Financial comments

6. The proposal has been costed as above. The identifies that the proposals balance and therefore do not impact on the net base budget proposed in the original paper to Cabinet.

7. However, this proposal is reliant of a further draw from reserves above which would decrease the Councils projected general fund reserves of £12m.

Monitoring Officer Comments

8. The proposals do not impact adversely on the statutory duties of the Section 151 Officer, or any of the other statutory requirements set out in the Cabinet report at Section 13.

Head of Paid Service Comments

9. As Head of Paid Service, I can confirm that officers have provided independent advice.
10. We are aware of the full details of the amendments as set out and consider the proposals are vires, and do not impact adversely on the cabinet's budget recommendations as they would not change the net budget requirement, the level of Council Tax.

Conclusion

11. Overview and Scrutiny Management Committee are asked to consider the proposed amendments to the financial plan 2019/20 and inform Full Council on 26 February 2019.

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**Report of the Overview and Scrutiny Management Committee on the Draft
Financial Plan Update 2019/20**

Purpose of report

1. To report to Cabinet and Full Council a summary of the main issues discussed at the meeting of the Overview and Scrutiny Management Committee ("The Committee") held on 31 January 2019.

Background

2. The meeting of the Overview and Scrutiny Management Committee provides an opportunity for non-executive councillors to question the Cabinet Member with responsibility for Finance and the Interim Director of Finance on the draft 2019/20 Financial Plan before it is considered at Cabinet on 5 February 2019 and Full Council on 26 February 2019.
3. The Cabinet Member for Finance, Procurement, ICT and Operational Assets, Councillor Philip Whitehead, supported by the Interim Director of Finance and Section 151 Officer, Becky Hellard, was in attendance along with the Leader of the Council, Councillor Baroness Scott of Bybrook OBE and other members of the Executive and the Corporate Leadership Team to provide clarification and answers to issues and queries raised by the Committee.
4. In addition to the draft Financial Plan update made available on the council's website on 22 January 2019 and other public events, a briefing from the Cabinet Member open to all elected members was held on 24 January 2019, and was attended by 49 members.
5. Details had included:
 - Council Tax to be increased by 2.99%
 - Details of the £27.290m savings proposed including at what level decisions would be taken.
 - The stable position of future council finances with the removal of the Revenue Support Grant within the context of the medium term financial strategy, and the importance of transformation of services to meet increases in demand.
 - Delegation of the setting of discretionary fees and charges, to be assumed on average to increase by 5%

Main issues raised during questioning and debate

6. This report is divided into sections relating to each of the Select Committee areas as budget proposals and impacts on services were discussed, before opening up to general queries.

Financial Planning Task Group

7. The report of the Task Group on the budget proposals was received and noted. The report and its recommendations would be forwarded for attention at Cabinet and Full Council along with the report of the Committee itself. The Task Group thanked the Cabinet Member for the high level of engagement undertaken throughout the year to enable robust examination and discussion of the council's financial position, and the Committee sought details of some of the points raised in the Task Group report, including how to target effective care packages, the appropriate focus on needs and outcomes of vulnerable people, and on the process of the budget discussions itself.

Children's Select Committee

8. Clarity was sought in relation to the Dedicated Schools Grant (DSG) where there had been an increase in demand in the High Needs Block of £4.500m. It was confirmed the Secretary of State had increased funding by £1.128m, and that the Council had requested permission to transfer up to 1% of Schools Funding (up to £2.6m) to cover the remaining shortfall for the High Needs block along with £1.300m as a one-off contribution. It was confirmed that the Department for Education had approved 0.8% to contribute to the shortfall from other blocks within DSG.
9. Details were sought regarding proposed savings with the voluntary community sector (VCS) under children's care and children's support. It was noted that, although a small saving of only £0.005m, funding for VCCS organisations often facilitated and enabled a great deal of additional activity and that reductions to VCS funding could have knock-on impacts. It was stated that due diligence was undertaken to assess the impact of any reduction to ensure this was at an acceptable level.
10. In relation to proposed savings in the conference and reviewing service it was stated that this involved reassessing roles and delivery of the service rather than deletion of a post.
11. It was also requested, and accepted, that the Select Committee be involved where possible in discussion of the delivery of various savings including the recommissioning of service provision for vulnerable young adults and the children's outreach services expansion.
12. The need to focus where possible on preventative work, which would have longer term improvements both for service users, partners and savings, was also discussed. It was noted that the council's FACT programme, introduction of Local Area Coordinators and Pause programme were all focused on preventative work. It was noted that public health funding from Central Government had been reduced by £0.450M.
13. Clarity was sought on the £0.070m funding for a Travel Trainer during the 2019/20 financial year. This was explained as assisting young people in developing independence when using public transport, such as bus travel for reaching places of work. This would help decrease the reliance on council-funded taxi services.

Environment Select Committee

14. Details were sought in relation to the growth in economic development and planning. It was stated that progression of local plans included significant costs on the local authority, but were a strategic priority.

15. Questions were raised regarding the predicted £0.300m saving from the LED Street Lighting Saving. The Select Committee had been informed at their 6 November 2018 meeting that this scheme was expected to deliver savings of at least £1.312m annually. It was stated in response that this was likely to be a result of first year implementation, meaning lesser savings compared with the overall annualised figure that would be achieved as the programme was on track, but that this would be checked.
16. It was also confirmed that the cost of a year of free Sunday parking had been included within the budget proposals, but that no decision had been made regarding its continuation. There was no proposal for free Bank Holiday parking.
17. Other issues raised included the increase to waste and environment's budget, which listed funds set aside for the delayed implementation of the waste contracts and that the reference to a pothole spotter in the budget papers was a holdover from the last budget and there were no associated costs for this year. It was highlighted that the Committee had been told at their 6 Nov 2018 meeting that the Council had received around £7.5m from Government, to spend on repairing potholes.

Health Select Committee

18. There was significant focus on the ongoing adult social care transformation programme, which was expected in the budget to deliver 58% of the overall savings for the entire budget, £16.068m, and assurance was sought that this was deliverable. In response it was stated that every saving, high and low, was tested rigorously on its deliverability and that as a long-term process many of the savings had been identified for some time or changes had already been enacted. It was also noted that these savings were expected to be achieved against significant growth in demand for the services.
19. Many of the savings were expected to come from the focus on reablement, to support people returning from hospital to their homes as soon as possible and increase their independence for both their benefit and improved savings, and the position regarding recruitment to that team was raised. It was stated that there had been good progress but not yet full recruitment across all areas, however the savings of £2.375m were felt to be achievable.
20. In relation to savings within the Learning Disabilities service, it was noted that this was a sensitive service area, and that any savings proposed must be realistic and handled very carefully.
21. In response to queries around adult social care provision it was stated that a new joint service had worked with local providers to create an alliance framework to shape the market for providing Help to Live at Home services, which went live in October 2018 and that the latest figures showed that 75% of care packages were purchased under contract and only 25% remain as "spot purchase".

General Enquiries and Observations

22. It was raised that the level of savings required for 2019/20 was £12m higher than the figure projected within the 2018-19 Financial Update, and the deliverability of the

current projections. In response it was stated that no forecast would be completely correct as factors changed, and that proposed savings had been listed in greater detail to ensure as much as possible these were achievable and these would be continually assessed throughout the year to ensure any significant variance was identified and addressed.

23. The capital programme profile was raised, with lower figures listed in the budget report from 2019/20. In response it was stated that the capital spends for 2019/20 had seen a significant increase to £172.935m for 2019/20 and that the profile was an indication of confirmed projects, and that the actual spend would therefore increase as further projects were confirmed during the course of the year. The figures would also be affected by release of cyclical funds from central government, and it was stated the Future Prosperity Fund would be released from 2021 which would likely see to an increase on the listed figures.
24. Cross-cutting savings were explained as savings delivered by or effecting multiple services, but savings would be listed under specific services whenever possible.
25. There was discussion of the level of council reserves at 4% of the net spend. It was confirmed that in future years opportunity would be taken if possible to increase the reserves by £1-2m, but that the current level had been assessed as adequate by external auditors, and a larger increase was not considered appropriate as it would prevent allocation of resources for projects such as transformation changes which would deliver service improvements and further savings.
26. Business rates were also discussed, and it was confirmed the level collected for the present year had increased. After several years delay the government had indicated the review of the reallocation of business rates to local authorities would be progressing in the next financial year. It was not considered that this would lead to immediate and significant changes in the level Wiltshire received, although it was considered that the situation should be an improvement given the efforts of councils to highlight the significant pressures faced by authorities with larger numbers of older people.
27. The Committee also encouraged continued work to investigate best practice of other authorities and partners where appropriate and implement that best practice in Wiltshire.

Conclusion

28. To note the Financial Plan Update 2019/20 and to refer the comments of the Committee and the report of the Financial Planning Task Group to Cabinet and Full Council for consideration on 5 and 26 February respectively.
29. To welcome the Executive's early and positive engagement with the Financial Planning Task Group in the budget development process.
30. To recommend that future annual budget reports and councillor budget briefings describe the development process budget proposals go through in order to be consider robust.

31. To continue to support the Financial Planning Task Group's focus on supporting the development of robust council budgets.

Councillor Graham Wright

Chairman of the Overview and Scrutiny Management Committee

Report Author: Kieran Elliott, Senior Democratic Services Officer, 01225 718504 or kieran.elliott@wiltshire.gov.uk

4 February 2019

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Full Council

26 February 2019

Report of the Overview and Scrutiny Management Committee on the Draft Financial Plan Update 2019/20

Purpose of report

1. To report to Full Council a summary of the main issues discussed at the meeting of the Overview and Scrutiny Management Committee held on 12 February 2019.

Background

2. The meeting of the Overview and Scrutiny Management Committee provided an opportunity to scrutinise amendments to the budget that were proposed after the committee meeting on 31 January 2019, which considered the initial proposals from the Executive which were subsequently agreed at Cabinet on 5 February 2019.
3. One proposed amendment was received for the meeting, from Councillor Gavin Grant. It was confirmed that the proposed amendment was an individual proposal, not on behalf of any political group. A seconder would be sought at Full Council if the proposed amendment was moved.
4. The proposal was as follows

Proposal	Saving £m	Investment £m
Remove bank holiday parking charges across Wiltshire Council car parks		(0.060)
Total growth/ investment proposal		(0.060)
Additional drawdown of general reserves	(0.060)	
Total savings proposals	(0.060)	

5. The proposals had been commented upon by the Corporate Leadership Team, including the Section 151 Officer, Head of Paid Service and the Monitoring Officer, and confirmed as legal and deliverable.

Main issues raised during questioning and debate

6. The Chairman gave the opportunity for the Leader of the Council and other members of the Executive to respond to the proposed amendment, before seeking any queries or comments from the Committee.
7. Details were sought on how the figure of £0.060m had been calculated, and whether the additional investment required included the cost of altering car park signage and other associated costs such as reprogramming parking machines. It was confirmed that the figure had been discussed with the service and that the £0.060 constituted of foregone income net of all necessary costs for the amendment.

8. It was noted that the additional investment to allow free car parking on Bank Holidays would be achieved for the next financial year through drawdown on reserves, and that this would result in reserves of £12.883m. Were the policy continued there would either need to be further savings identified for future years or further drawdown upon reserves. Councillor Grant noted in return that while £0.060m was not an insignificant amount it was a small additional cost within the overall budget and reserves, and that now that the cost of ensuring free bank holiday car parking had been established he and others could pursue other options for the necessary savings for any future years much further in advance.
9. One of the potential aims of the proposal was to support town centre retail and hospitality outlets potentially affected by car parking charges. The Committee discussed whether there was a possibility any removal of the charges would lead to an increase in commuter parking or if it would actually assist independent outlets who may be less likely to be open on Bank Holidays. Councillor Grant drew attention to the Executive proposals to introduce free Sunday parking all year round, a more substantial policy which he welcomed, and noted that his proposal simply extended that policy for a few more days of public holidays to seek the same benefit.
10. There was discussion of impact upon council staff, and it was confirmed that no parking enforcement officers were currently deployed on Christmas Day, and that owing to other duties such as enforcing other traffic issues like double yellow parking, accepting the amendment would not involve the deployment of additional officers.
11. The legal process for amending the car parking charges was discussed, and it was confirmed that the view of the council's legal services was that a new full Traffic Regulation Order would not be necessary, with associated costs, and that as a variation to the existing order the alteration could be advertised and made with minimal financial impact.

Conclusion

12. To note that the amendments to the Financial Plan Update 2019/20 proposed by Cllr Gavin Grant have been scrutinised; and
13. To ask Full Council to take note of the comments of the Committee, as detailed above.

Councillor Graham Wright
Chairman of the Overview and Scrutiny Management Committee

Report Author: Kieran Elliott, Senior Democratic Services Officer, 01225 718504 or kieran.elliott@wiltshire.gov.uk

Report Date: 13 February 2019

EXTRACT OF THE MINUTES OF THE CABINET MEETING HELD ON 5 FEBRUARY 2019 AT KENNET ROOM - COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.

18 Wiltshire Council's Financial Plan Update 2019/20

The Leader introduced the Financial Plan, stating that the process undertaken to consult on the Plan was open and transparent. She confirmed that the report had been discussed in detail with the public, the Financial Planning Task Group and the Overview and Scrutiny Management Committee, prior to its consideration by the Cabinet and ultimately Council at the end of February 2019.

Cllr Philip Whitehead presented the report which provided an update on the 2019/20 budget and medium term financial strategy, and set out the budget setting proposals, giving details that feed into the budget setting reports.

In presenting the report, Cllr Whitehead indicated that the Council's strategic aims and priorities drove the medium term financial planning process, with changes in resource allocation determined in accordance with policies and priorities of the Council's 2017-2027 business plan. A key focus being to ensure a strong sustainable financial base during the current challenging times. The key changes in the Plan reflect the revised forecast for the increasing demand for care for the vulnerable, and the delay in Government determining a new fairer funding settlement.

Cllr Whitehead explained that (i) the Council is moving toward a five-year view of the budget and confirmed that the budget was fairly stable with an increase of £10m each year; (ii) the growth and challenges to the Council spending; (iii) funding sources for the budget; (iv) the level of savings required for 2019/20; and (v) budget assumptions for future years. Cllr Whitehead reported that he was confident that the Council was currently in a good position to set a strong Financial Plan for the years ahead and thanked officers for their assistance in putting the proposals together.

Councillor Graham Wright, Chair of the Overview and Scrutiny Management Committee, explained that the process for consulting on the Financial plan for 2019/20 was a significant improvement over the process employed in previous years. He welcomed the early engagement with Scrutiny and thanked officers for their input. He confirmed that the Overview and Scrutiny Management Committee undertook a robust and detailed consideration of the proposals.

Cllr Thorn, Chair of the Financial Planning Task Group, in echoing the comments of Cllr Wright, commented on improvements to the process, the early availability of information and discussions held. He also thanked officers for their contributions towards the process. In response to questions from Cllr Thorn about creative ways of engaging backbench members in the process, Cllr Whitehead agreed that this was being considered for the next and future budget setting processes. Cllr Whitehead also reminded members that backbenchers were encouraged to suggest budget saving proposals at any time during the year and didn't have to confine their contribution to just the budget setting process.

Resolved: To recommend that Council

- 1. To endorse the update of the Financial Plan for 2019/20;**
- 2. Approve the growth and savings proposals summarised in the report to provide a net revenue budget for 2019/20 of £332.378 million.**
- 3. To set the Council's total net expenditure budget for 2019/20 at £332.378 million;**
- 4. To set a Council Tax increase of 2.99%;**
- 5. To agree delegated changes in fees and charges as set out in Section 41;**
- 6. To set a 1% reduction for social dwelling rents;**
- 7. To set the Housing Revenue Account (HRA) Budget for 2019/20 as set out at Appendix D of this report; and**
- 8. That all service charges related to the HRA be increased to recover costs, capped at increase of £5 for those not on housing benefits and garage rents increased by 3%.**
- 9. To endorse the Medium Term Financial Strategy and receive regular updates on delivery against strategy to Cabinet.**

Reason for Decision:

To enable the Council to:

- 1. Set its revenue and housing revenue accounts budgets and levels of reserves and Council Tax for the financial year 2019/20;*
- 2. Provide the Council with a strong financial plan for sustainable delivery of services in 2019/20; and*

3. *Provide the Council with a Medium Term Financial strategy to drive long term financial sustainability and delivery of the business plan.*

20 **Treasury Management Strategy**

Cllr Philip Whitehead presented the report, which recommended that Council approve the Prudential and Treasury Indicators, together with the Treasury Management Strategy for 2019/20.

The report included information about:

- Prudential and Treasury Indicators for the next three years
- Debt management decisions required for 2019/2020 that do not feature within the Prudential or Treasury Indicators (paragraphs 71 to 76)
- Minimum Revenue Provision Policy 2019/2020
- Annual Investment Strategy for 2019/2020, with the following changes from 2018/2019:
 - The ability to lend to selected property funds (CCLA)
 - Increasing the monetary limits on certain counterparties
 - Adjusting the high credit quality criteria

In response to a comment from the Leader about the balance of risks to economic growth in the UK, Cllr Whitehead encouraged all Councillors to read the treasury management reports as they contained excellent insights into the UK finances.

Resolved: To recommend that Council

- 1. Adopts the Minimum Revenue Provision Policy (paragraph 32 – 34)**
- 2. Adopts the Prudential and Treasury Indicators (paragraphs 24 – 31, 40 – 49 and Appendix A)**
- 3. Adopts the Annual Investment Strategy (paragraph 77 onwards), including the ratification of the adjustment of the minimum requirement for high credit quality, the limits for certain counterparties and the ability to invest in the CCLA property fund**
- 4. Delegates to the Director of Finance and Procurement the authority to vary the amount of borrowing and other long-term liabilities within the Treasury Indicators for the Authorised Limit and the Operational Boundary**
- 5. Authorises the Director of Finance and Procurement to agree the restructuring of existing long-term loans where savings are achievable or to enhance the long-term portfolio**

6. **Agrees that short term cash surpluses and deficits continue to be managed through temporary loans and deposits**
7. **Agrees that any surplus cash balances not required to cover borrowing are placed in authorised money-market funds, particularly where this is more cost effective than short term deposits and delegate to the Interim Director of Finance and Procurement the authority to select such funds**

Reason for Decision:

To enable the Council to agree a Treasury Management Strategy for 2019/2020 and set Prudential Indicators that comply with statutory guidance and reflect best practice.

21 **Local Government Act 2003 Section 25**

Cllr Philip Whitehead presented a report required by the Local Government Act 2003: Section 25, when a Local Authority agrees its annual budget and Council Tax precept.

Cllr Whitehead referred to a question asked by Cllr Hill at a recent meeting of the Overview and Scrutiny Management Committee about how all aspects of the budget were checked and tested. The Interim Director of Finance confirmed that each line of the budget was robustly challenged at an early stage, along with the Council tax requirement calculations and the adequacy of the proposed financial reserves.

Resolved: To note the report as part of the budget setting process.

Reason for Decision:

To enable the Council to:

1. *Report on the robustness of the estimates made for the purposes of the Council Tax requirement calculations*
2. *The adequacy of the proposed financial reserves*
3. *The Council is required to have due regard to this report when making decisions on the budget.*

22 **Capital Strategy**

Cllr Philip Whitehead presented the report on the Capital Strategy for 2019/20; the Capital Programme for 2019/20 - 2023/24; and associated non-financial investment indicators.

Cllr Whitehead in presenting the report explained that the purpose of the Capital Strategy is to set out the priorities and framework within which Wiltshire Council determines its resourcing priorities for capital investment, decides the level of borrowing, the affordability of the borrowing and sets the level of the risk appetite.

In response to a question from Cllr Thorn, Chair of the Financial Planning Task Group about the reduction in Capital investment from 2020/21 onwards and positive challenge for schemes within the Capital programme, Cllr Whitehead explained that the expectation for a proportion of the Capital spend during 2018/19 was not achieved and therefore, a number of schemes had been realigned to the Capital programme for 2019/20. The Interim Director of Finance confirmed that following discussions with officers, she was confident that the schemes detailed in the programme were now achievable during 2019/20. The Leader commented on the Capital programme and indicated that numerous factors affect the smooth running of the programme. It was recognised that the process was now more realistic, with risks, challenges and timings of schemes being considered at an earlier stage.

In response to a further question from Cllr Thorn about the Commercial – Local Development Company scheme detailed in the Capital programme, Cllr Clewer confirmed that a report would be presented on this scheme at the next Cabinet meeting on 26th March 2019.

Resolved: To recommend that Council

- 1. Adopts the Capital Strategy 2019/2020**
- 2. Approves the Capital Programme 2019/2020-2023/2024**
- 3. Adopts the non-financial investment indicators (paragraph 46)**

Reason for Decision:

To enable the Council to agree a Capital Strategy for 2019/2020, approve the Capital Programme 2019/2020-2023/2024 and set non-financial investment indicators that comply with statutory guidance and reflect best practice.

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Wiltshire Council

Council

26 February 2019

Subject: Local Government Act 2003: Section 25

Cabinet member: Councillor Philip Whitehead – Cabinet Member for Finance, Procurement, ICT and Operational Assets

Key Decision: Non-Key

Introduction

1. Section 25 of the Local Government Finance Act 2003 requires that when a local authority is agreeing its annual budget and the Council Tax precept, the Chief Finance Officer must report to it on the following matters:
 - The robustness of the estimates made for the purposes of the Council Tax requirement calculations
 - The adequacy of the proposed financial reserves
2. The Council is required to have due regard to this report when making decisions on the budget.
3. In determining the opinion, the CFO has considered the financial management arrangements and control frameworks that are in place, the underlying budget assumptions, the adequacy of the business planning process, the financial risks facing the Council and the level of reserves.
4. In the context of this opinion section 25 of the Local Government Act 2003 focusses primarily on the budget year 2019/20 and the risks and uncertainties within that timeframe. However, future uncertainties particularly relevant to longer term delivery of recurrent savings and ongoing pressures of increasing demands on services and the need to maintain adequate reserves and balances in the medium term

Robustness of Estimates

Financial management and control frameworks

5. The external auditors gave an unqualified opinion on the accounts for the Council and the pension fund for 2017/18. This reflects the fact that the authority has proper and robust financial management and controls in place for that year. There have not been any significant changes to the financial management and control environment since 2017/18. Further to this, the external auditors gave an unqualified value for money conclusion for 2017/18. The conclusions are based upon whether the

organisation has proper arrangements in place for securing financial resilience and for challenging how it secures economy, efficiency and effectiveness.

6. The Director of Finance has responsibility for ensuring that an effective system of internal control is in place and identify any areas for improvement where appropriate. The Audit Committee receives regular updates on internal controls as well as the Annual Governance Statement which clearly identifies the strength of the governance arrangements in place on an annual basis and approves improvement plans where relevant.
7. All members and officers are required to work within the governance framework of the Council which is set out in Standing Orders and Financial Regulations and supported by policies and procedures. The Council requires officers to complete mandatory training on an annual basis to ensure that officers are fully up to date on latest governance and legislative frameworks
8. There is rigorous system for budget monitoring and reporting, with Cabinet and the Audit Committee receiving regular reports throughout the financial year. Mitigation plans are submitted where there are variances between budget and actual spend or income. Finance challenge budget managers regarding forecasts on a monthly basis and senior management receive full monthly budget reports to review and challenge as necessary.

Medium Term Financial Plan

9. The MTFP has been reviewed in full and updated for future years including an extension to cover a 5-year period. It includes all known changes to funding levels as well as estimates for those funding streams for which we have not received confirmation. All estimates have been triangulated as far as is possible.
10. All current savings have been tested for deliverability and where adjustments have been required these have been made and substitute savings have been identified where current savings have not been fully deliverable.
11. Financial risks have been assessed and quantified where appropriate, either provision has been made or mitigations have been identified. The key risks in the budget are mainly in relation to demand led budgets in particular Social Care, Waste and Dedicated Schools Grant, all of which are under significant pressure in the current year. There are mitigation plans in place to manage these pressures.
12. The construction of the budget for 2019/20 and examination and validation of the budget proposals has been subject to challenge by the Council's leadership team, Heads of Finance and service directors. Further scrutiny of the MTFP and budget proposals has been undertaken by the Financial Planning Task Group which is a cross party subcommittee of the Audit Committee.

Consultation

13. The Council will continue to strive to deliver efficient services that provide value for money. Budget proposals will be prepared following budget guidance and these will be made available for public consultation.
14. The Council's budget planning framework is supported by the development of Equality Impact Assessments (EIAs) for the budget proposals, identifying possible disproportionate impact in relation to the protected characteristics as described within the Equality Act 2010. The EIAs will also identify potential mitigation where applicable.
15. The Council maintains its strong commitment to equality, believing that all groups and individuals within the community and its workforce have equal opportunity to benefit from the services and employment it provides. EIAs help the Council to arrive at informed decisions and to make the best judgements about how to target resources.
16. Consultations are held in January and February. These include Schools forum, Housing Board, Overview and Scrutiny Management Committee, and Financial Planning Task Group. Detailed feedback is available as part of the budget papers.

Budget Assumptions

Government Grant and Business Rates Retention

17. The Government gives funding to local authorities through the SFA, and separate core grants. The SFA is split into two parts: The Revenue Support Grant and the Baseline Funding, or as it is sometimes known, the Business Rates Retention Scheme, which is meant to reflect our needs based assessment. Wiltshire's latest allocation shows a 14% reduction in the SFA from 2017/18.

	2018/19	2019/20	18/19 to 19/20 Change	18/19 to 19/20 Change
	£m	£m	£m	%
Revenue Support Grant	8.050	0.000	(8.050)	-100%
Business Rates Retention	55.620	57.390	1.770	3%
Total	63.670	57.390	(8.598)	-14%

18. Whilst the final settlement is likely to be confirmed in February 2019, it should be noted that at the time of writing this report further details on a number of grants are still to be confirmed. Any additional monies received from final settlements, unless ring-fenced, will be set aside in the General Fund reserves.

19. At present the Council is allowed to retain a proportion of the Business rates income collected. Most of the rest is paid to central government. It is proposed that this could be changed as part of the future fairer funding review.

Council Tax

20. The band D Council Tax proposed for 2019/20 is £1,456.87 (£270.997 million [Council Tax and ASC Levy] divided by 186,013.00 tax base). The band D Council Tax for 2018/19 was £1,414.57.

21. Across the bandings that equates to the following:

Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
£	£	£	£	£	£	£	£
971.25	1133.12	1295.00	1,456.87	1,780.62	2,104.37	2,428.12	2,913.74

22. The precepts for the Office of the Police & Crime Commissioner for Wiltshire & Swindon and Dorset and Wiltshire Fire and Rescue Service are yet to be finalised and approved for 2019/20, and as such no change to the Council Tax element for these precepts has yet been made in this report. It is hoped these figures will be available for cabinet but will be included for Full Council.

23. In Wiltshire, there are 252 parishes and town Councils. Each of these bodies has precepting powers and we are currently waiting to hear back from some of these bodies; who are working to a deadline of 25 January 2019. Given the scale of the number of such Councils, the detailed affect for each will be set out in an appendix to Council to show the movement for each parish and town on top of that for Wiltshire Council, the fire and police organisations

Tax base & Collection Fund

24. The December 2018 Cabinet approved the band D tax base of 186,013.00 for 2019/20 (was 182,705.43 in 2018/19). The Council Tax Requirement has been identified as £270.997 million (£258.450 million in 2018/19), inclusive of the social care levy.

Interest Rates

25. Investment income returns are budgeted at 1% for 2019/2020. The cost of borrowing for Wiltshire Council is 3.75%, however the average cost of new borrowing would be 3.1% (assume 25-year PWLB rates).

Inflation

26. The Consumer Price Index (CPI) measure of inflation has been falling from a peak of 3.1% in November 2017 to 2.4% in October. In the November Bank of England quarterly inflation report, inflation was forecast to still be marginally above its 2% inflation target two years ahead, (at about 2.1%), given a scenario of minimal increases in Bank Rate. This inflation forecast is likely to be amended upwards due

to the Bank's inflation report being produced prior to the Chancellor's announcement of a significant fiscal stimulus in the Budget.

Capital Programme

27. Cabinet's proposed capital programme for 2019/20 to 2023/24 is attached at Appendix 1E, along with the indicative sources of funding available. The programme for 2019/20 proposes a total value of £172.935 million of works.

Capital Expenditure	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
	Estimate	Estimate	Estimate	Estimate	Estimate
	£million	£million	£million	£million	£million
General Fund	136.991	59.636	41.665	30.698	39.428
Housing Revenue Account (HRA)	15.944	15.145	10.232	9.831	9.780
Commercial Activities/Non-financial investments*	20.000	21.000	21.000	21.000	22.000
Total	172.935	95.781	72.897	61.529	71.208

* Commercial activities/non-financial investments relate to areas such as capital expenditure on investment properties, loans to third parties etc.

28. The table below summarises the above capital expenditure plans and how these plans are being financed by capital or revenue resources. Any shortfall of resources results in a funding borrowing need.

Financing of Capital Expenditure	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
	Estimate	Estimate	Estimate	Estimate	Estimate
	£million	£million	£million	£million	£million
Capital Receipts	9.567	3.500	0.000	0.000	0.000
Capital Grants & Contributions	71.628	33.693	25.403	25.220	25.220
Capital Reserves	0.000	0.000	0.000	0.000	0.000
Revenue	0.000	0.000	0.000	0.000	0.000
HRA	12.807	13.839	10.232	9.831	9.780
Net Financing Need (Borrowing)	78.933	44.749	37.262	26.478	36.208

29. By maintaining a prudent and low borrowing forecast for 2019/20 it has a positive resulting impact on the general fund expenditure as regards the cost of repaying borrowing.

HRA

30. The Housing Revenue Account (HRA) is a separate account that all local authorities with housing stock are required to maintain by law. This account accumulates and reports all transactions relating to, or associated with, local authority-owned housing. It is ring fenced which means that money cannot be paid into or out of it from the General Fund. In addition, it is not legal to run a deficit on the account.

31. The 30-year business plan aims to deliver a substantial increase in the amount of money available to be invested in capital works on existing dwellings and to deliver new social housing to replace properties that have been sold under the Government's Right to Buy scheme

Business Planning process

32. The Business Planning process for 2019/20 and future years has been undertaken alongside the development of the MTFP to ensure that the Corporate Priorities are expressed in financial terms in the MTFP and all the priorities are fully resourced.

33. The approach has been informed by the Corporate Plan and underpinned by updated service plans with a key focus on the four priorities of the Council:

- Growing the Economy
- Strong communities
- Protecting the vulnerable
- Working with our partners

Financial Risks

34. There are significant cost pressures arising from changing demographics and a growing population. These leads to increase demand for adult and children services, as well as other services across the Council.

35. The Delivery of Savings continues to remain a major risk. Regular monitoring and reporting is in place to mitigate against this. The size of the budget savings has increased the risk, and any non-achievement would require in year compensating savings to be identified.

36. Many of the saving proposals include service transformation. This will be closely reviewed and monitored to identify both cost and performance implications of the changes

37. The outcome of the European Union Referendum, together with other global financial issues, will have financial implications. These will be closely monitored and

considered. It is too early to estimate the full extent of any financial impact arising from these changes. As part of Council planning a £0.150 million reserve has been set up.

38. There is still uncertainty in the overall Local Government finance position. The government has promised to consult further on the fairer funding model for local government. This included business rates retention, changes to new homes bonus, reductions in ring fenced grants and possible new burdens. This means the Council faces a challenging time in balancing the budget and developing the medium term financial strategy.

39. Service changes has meant that in some areas the capacity to deliver future changes will need to be closely monitored.

Adequacy of Reserves

40. Sections 32 and 43 of the Local Government Finance Act 1992 requires a local authority to have due regard to the level of balances and reserves needs for meeting future estimates of future expenditure when calculating the Council Tax requirement. Further to this a local authority is not permitted to allow its spending to exceed its available resources which would result in a deficit.

41. Balances and reserves are held for three primary purposes:

- A working balance to help cushion the impact of cash flows
- A contingency to cushion the impact of unexpected events and emergencies
- Earmarked reserves to meet known and predicted liabilities

42. As part of the budget setting process, the levels of balances and reserves will be reviewed and determined ensuring that the level is justifiable in the context of local circumstances. The Section 151 officer (Director of Finance) has reviewed the level in order to ensure a prudent level of balances that reflects a full risk assessment commensurate with the risks that the Council faces and the context within which the authority operates.

43. The level of general balances will be approved by Council alongside the level of Council Tax. The Council's external auditor reviews the level of balances and reserves as part of their annual audit opinion.

44. The delivery of the 2018/19 budget is monitored closely and Cabinet received regular updates on its revenue, capital, schools and housing budgets. The latest forecast at Period 9 (December 2018) as set out at cabinet on 5 February agenda reports forecast year-end balanced budget, after appropriate action. It remains vitally important that all approved savings plans are delivered as not delivering services would add to the level of savings required in 2018/19 budget setting process.

45. The Medium Term Financial Plan for 5-year period has been reviewed and all assumptions validated to ensure that levels of future demand on services, inflation factors as well as deliverability of existing and future savings are prudent and de risked as far as possible. The MTFP has no drawdown of reserves other than those specified from earmarked reserves. The priority for use of earmarked reserves is to fund demand management strategies to mitigate risks.

46. The Risk Assessed Levels of Balances 2019/20 and previous years are as follows

	Year ended 31 st March				
	2019 £ million	2020 £ million	2021 £ million	2022 £ million	2023 £ million
General Fund Reserve risk assessment	11.6	11.6	11.6	12.0	12.0
Current General Fund Projections	12.0	12.0	12.0	12.0	12.0
Reserves sufficient	☑	☑	☑	☑	☑

47. The forecast levels of ear marked reserves are set out below as at March 2019 and the forecast for future years over the period of the MTFP.

Reserve	31-Mar-18	31-Mar-19	31-Mar-20	31-Mar-21	31-Mar-22
Locally Managed Schools Balances	(5,930)	(4,264)	(3,264)	(2,264)	(1,264)
Insurance Reserve	(3,239)	(3,239)	(3,239)	(3,239)	(3,239)
PFI Reserve	(3,873)	(3,695)	(3,415)	(3,135)	(2,855)
Elections Reserve	(200)	(200)	(400)	(600)	0
Revenue Grants Earmarked Reserve	(6,714)	(5,714)	(4,714)	(3,714)	(2,714)
PFI Housing Scheme Earmarked Reserve	(2,851)	(2,596)	(2,436)	(2,276)	(2,116)
Single View of the Customer Reserve	(829)	(311)	0	0	0
Enabling Fund	(5,227)	(600)	0	0	0
Business Rates Equalisation Fund	(4,828)	0	0	0	0
Housing Benefit Subsidy Clawback	(500)	0	0	0	0
Childrens Management System	(325)	0	0	0	0
Disabled Facilities Grant	(273)	0	0	0	0
Waste Transformation	(1,250)	0	0	0	0
Capital Financing	(3,300)	(6,000)	(4,500)	(3,000)	(1,500)
Development of Local Plan	(500)	(1,000)	(1,500)	0	0
Other Small EMR	(648)	0	0	0	0
Total	(40,487)	(27,619)	(23,468)	(18,228)	(13,688)

48. Dedicated Schools Grant Allocation 2019/20

Dedicated schools grant: 2019-20 Initial allocations local authority summary - December 2018	2019-20 schools block (£million)	2019-20 central school services block allocation (£million)	2019-20 high needs block allocation (£million)	2019-20 early years block (£million)	2019-20 total DSG allocation (£million)
865 Wiltshire	[A]	[B]	[C]	[D]	[E]
2019-20 DSG allocations, after deductions for academies recoupment and direct funding of high needs places by ESFA	275.215	2.570	40.451	26.769	345.005

Recommendation

- 49. That Council approves this report and considers this as part of the budget setting process.**

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Interim Director for Finance

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Wiltshire Council

Council

26 February 2019

Subject: Capital Strategy 2019/2020

Cabinet Member: Councillor Philip Whitehead- Cabinet Member for Finance, Procurement, ICT and Operational Assets

Key Decision: Key

Executive Summary

This report presents the Capital Strategy for 2019/2020 as well as sets the Capital Programme for 2019/2020 with future years projected to 2023/2024.

The Capital Strategy is a new annual requirement that must be authorised by Full Council. The report was endorsed by Cabinet at its meeting on 5 February 2019.

The purpose of the Capital Strategy is to clearly set out the priorities and framework within which Wiltshire Council determines its resourcing priorities for capital investment, decides the level of borrowing, the affordability of the borrowing and sets the level of the risk appetite.

Proposal(s)

That Council:

- a) Adopt the Capital Strategy 2019/2020;
- b) Approve the Capital Programme 2019/2020-2023/2024
- b) Adopt the non-financial investment indicators (paragraph 46)

Reason for Proposal(s)

To enable the Council to agree a Capital Strategy for 2019/2020, approve the Capital Programme 2019/2020-2023/2024 and set non-financial investment indicators that comply with statutory guidance and reflect best practice.

**Corporate Director
Alistair Cunningham**

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Wiltshire Council

Cabinet

5 February 2019

Subject: Capital Strategy 2019/2020

Cabinet member: Councillor Philip Whitehead – Cabinet Member for Finance, Procurement, ICT and Operational Assets

Key Decision: Key

Executive Summary

This report presents the Capital Strategy for 2019/2020 as well as sets the Capital Programme for 2019/2020 with future years projected to 2023/2024.

The Capital Strategy is a new annual requirement that must be authorised by Full Council.

The purpose of the Capital Strategy is to clearly set out the priorities and framework within which Wiltshire Council determines its resourcing priorities for capital investment, decides the level of borrowing, the affordability of the borrowing and sets the level of the risk appetite.

Proposals

Cabinet is requested to recommend that Full Council:

- a) Adopts the Capital Strategy 2019/2020
- b) Approves the Capital Programme 2019/2020-2023/2024
- c) Adopts the non-financial investment indicators (paragraph 46)

Reasons for Proposals

To enable the Council to agree a Capital Strategy for 2019/2020, approve the Capital Programme 2019/2020-2023/2024 and set non-financial investment indicators that comply with statutory guidance and reflect best practice.

Alistair Cunningham

Corporate Director Growth, Investment & Place

Wiltshire Council

Cabinet

5 February 2019

Subject: Capital Strategy 2019/2020

Cabinet member: Councillor Philip Whitehead – Cabinet Member for Finance, Procurement, ICT and Operational Assets

Key Decision: Key

Purpose of Report

1. This report asks the Cabinet to consider and recommend that the Council approve the Capital Strategy for 2019/2020; the Capital Programme 2019/2020-2023/2024 and the associated non-financial investment indicators.

Background

2. The Prudential code for Capital Finance in Local Authorities (2017) introduced a new requirement for Local Authorities to prepare an annual Capital Strategy to be authorised by Full Council.
3. The purpose of the Capital Strategy is to clearly set out the priorities and framework within which Wiltshire Council determines its resourcing priorities for capital investment, decides the level of borrowing, the affordability of the borrowing and sets the level of the risk appetite.
4. “The Capital Strategy is intended to give a high-level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services along with an overview of how associated risk is managed and the implications for future sustainability.” (Para 21 Prudential code)
5. The Capital Strategy does not duplicate more detailed policies, procedures or plans; it is intended to sit above and reference these to allow those seeking more detail to know where to find it.
6. This strategy also encompasses the requirements of the new legislation regarding Non-Financial Assets which are held primarily or partially to generate a profit such as investment property portfolios. These requirements are clearly set out in the statutory guidance on Local Government Investments (3rd edition).

7. Capital Expenditure is defined within the Chartered Institute of Public Finance and Accountancy's (CIPFA) Accounting Code of Practice as;

“...Expenditure that results in the acquisition, construction, or the enhancement of non-current assets (tangible or intangible) in accordance with proper practices... All other expenditure must be accounted for as revenue expenditure unless specifically directed by the Secretary of State. “

CAPITAL EXPENDITURE

Capital Programme

8. The Capital Programme is approved by Full Council annually. The proposed Capital Programme 2019/2020-2023/2024 is attached as Appendix A.
9. The Capital Programme sets out the capital projects that the Council plans to invest in over the next 5 years from 2019/2020 to 2023/2024; the amount of budget per project per year and the indicative sources of funding.
10. The Capital Programme has been reviewed and all figures validated, amended and reprofiled in consultation with Capital Project Leads where necessary.
11. The revenue impacts (e.g. interest payable and minimum revenue provision) of the proposed capital programme 2019/2020-2023/2024 have been factored into the 2019/2020 revenue budget setting process and MTFS.
12. Schemes in the Capital Programme have been re-aligned into areas of Corporate Director responsibility and business plan priority.
13. The current Flexible Use of Capital Receipts Directive allows revenue costs of transformation of services to be capitalised up until 2021/2022. A review of services currently undergoing transformation has been carried out and those costs that are capitalisable have been added to the 2018/2019 Capital Programme (current year) and 2019/2020-2023/2024. This allows for revenue savings to be realised or non-recurring revenue growth to be avoided.
14. The key objectives of Wiltshire Council's Capital Programme are to ensure;
 - Capital assets are used to support the delivery of corporate priorities and council services (including the Housing Revenue Account (HRA)) in line with the Council's 4 key business plan priorities;
 - Expenditure is aligned to the Council's Asset Management Plan and HRA Business Plan to ensure that buildings and infrastructure, such as schools, roads and housing dwellings are fit for purpose and in a suitable condition to deliver services to the communities they serve;

- All investments are affordable, sustainable and financially prudent;
- Expenditure supports and enhances service delivery and/or generates revenue savings or income streams.

15. In setting the Capital Programme, the Council will strongly consider projects that can generate new or additional future on-going income revenues to replace reducing grant funding and enable services that are required by the community to be provided. Opportunities will also be explored to develop new ways of relieving future pressures.
16. The Council will look to maximise opportunities to secure external funds and work with partners, both private and other government agencies, to increase the overall level of investment within Wiltshire to support priorities and economic development.
17. Capital projects within the Capital Programme are aligned to the Council's key priorities as set out in the Wiltshire Council Business Plan 2017-2027. These key priorities are:

- **Growing the Economy**

We want to continue sustainable growth in our communities, and grow the skills of the local workforce so that we can continue to attract and retain high value businesses in Wiltshire. To do that we also recognise we need to have high quality schools, colleges and Higher Education provision, good transport networks and employment sites, as well as sufficient housing in clean, safe and attractive environments.

Capital projects include Chippenham Station Hub; Highways Structural Maintenance, LED Street Lighting and Refurbishment of the Council's Housing Stock.

- **Stronger Communities**

We want people in Wiltshire to be encouraged to take responsibility for their well-being, build positive relationships and to get involved, influence and take action on what's best for their own communities – we want residents to succeed to the best of their abilities and feel safe where they live and work.

Capital projects include Health & Wellbeing Centres; Schools Basic Need; Special Schools and Schools Maintenance & Modernisation.

- **Protecting Those Who Are Most Vulnerable**

We want to build communities that enable all residents to have a good start in life, enjoying healthy and fulfilling lives through to a dignified end of life. We will provide people with the opportunities and skills to achieve this by investing in early intervention, prevention and promoting community inclusivity. Where care is needed, health and social care will be delivered seamlessly to the highest

standards. For the most vulnerable we will work closely with health and the voluntary sector to provide appropriate, local, cost efficient and good quality care packages, support and facilities.

Capital projects include Disabled Facilities Grants and Adults Social Care Transformation.

- **An Innovative and Effective Council**

Looking ahead, we must continue to be innovative in how we work. Doing things differently means that some difficult decisions will need to be made – these may not always be universally popular – but they will be necessary so that the rising demand for some services can be met. We will also focus on generating income by adopting a more commercial approach in what we do and seizing the opportunity to work with businesses for mutual benefits. By working closely with communities, businesses and public-sector partners we can achieve so much more and together we can make Wiltshire an even better place in which to live, work and visit. We will continue to make Wiltshire a special place where communities are strong, more connected and able to cope with any challenges they face.

Capital projects include those that are cross-cutting; aiming to transform services or facilitating a more commercial approach such as a Housing Company, Commercial Investment, ICT Schemes, SAP Enhancement and Microsoft Navigator.

18. A copy of the Capital Programme 2019/2020-2023/2024 is attached as Appendix A. The following table provides a summary of the Capital Programme:

Business Plan Priority	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	TOTAL	
	£m	£m	£m	£m	£m	£m	%
Growing the Economy	74.629	46.308	29.052	28.651	28.600	207.240	43.7
Stronger Communities	51.556	16.410	13.783	4.700	6.700	93.149	19.6
Protecting the Vulnerable	3.600	3.000	3.000	3.000	3.000	15.600	3.3
An Innovative and Effective Council	43.150	30.063	27.062	25.178	32.908	158.361	33.4
TOTAL	172.935	95.781	72.897	61.529	71.208	474.350	100.0

19. The Capital Programme for 2019/2020 proposes a total value of £172.935 million of capital works. This maintains a long-term Capital Programme in the region of £474.350 million for the period 2019/2020 to 2023/2024.
20. Major schemes over the period 2019/2020-2023/2024), consisting of 63% of the overall Capital Programme are as follows:

Capital Scheme	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	TOTAL
	£m	£m	£m	£m	£m	£m
HRA Refurbishment of Council Stock	9.383	9.634	9.959	9.634	9.779	48.389
Structural Maintenance	21.139	13.139	13.139	13.139	13.139	73.695
Housing Company	10.000	10.000	10.000	10.000	10.000	50.000
Commercial Development Investment	10.000	10.000	10.000	10.000	10.000	50.000
ICT Schemes	13.256	2.326	2.527	2.178	8.908	29.195
Basic Need	24.230	0.873	0.400	0.400	0.400	26.303
Special Schools	0.100	10.000	8.900	0.000	0.000	19.000
TOTAL	88.107	55.971	54.925	45.351	52.227	296.581

21. Further detail on these major schemes is as follows:

HRA Refurbishment of Housing Stock

This scheme is the cyclical repairs and maintenance on the council's housing stock e.g. bathrooms, kitchens, roofs boilers etc. The total budget for this scheme over the period 2019/2020-2023/2024 is £48.389 million in line with the HRA business plan.

Structural Maintenance

This scheme includes the resurfacing of roads, reactive patching, surface dressing, drainage and pothole repairs. The total budget for this scheme over the period 2019/2020-2023/2024 is £73.695 million and is primarily funded by external grants from Central Government but also has an element that is topped up by Wiltshire Council through external borrowing.

Housing Company

This scheme relates to the setting up of a local housing development company within Wiltshire to meet a range of strategic housing needs facing the council that cannot easily be addressed by the Council's current approaches. Accommodation to meet the needs of specific vulnerable households in a timely manner from the existing housing stock in Wiltshire is not a priority for the Council's registered provider partners. The Council procures accommodation for homeless households that is costly and the quality and cost could be improved by private rented sector accommodation provided by a local housing company.

The Council has a successful programme of asset disposal. Over the next three years the Council estimates that it may be able to offer to the market sites capable of residential development which subject to planning permission could deliver over 500 units of accommodation. If the Council were to establish a local development company not only would it enable the strategic housing needs across the County to be better met it would also increase the potential return that could be generated from the developments.

A number of Local Authorities have established wholly owned local housing companies and development companies and there is a track record and body of professional advice to help establish such bodies.

Further details on this scheme are published in the cabinet report: Establishing a Local Housing company and local development company, 15 January 2019.

The total budget for this scheme over the period 2019/2020-2023/2024 is £50.000 million and will be funded by external borrowing which is to be funded by revenue savings generated by the service.

Commercial Development Investment

This scheme relates to the investment estate within Wiltshire. This includes investment in our existing estate as well as new investment in order to maximise revenue generation. The total budget for this scheme over the period 2019/2020-2023/2024 is £50.000 million and will be funded by external borrowing which is to be funded by revenue savings generated by the service.

ICT Schemes

This scheme relates to investment in the ICT infrastructure, upgrading of key applications, replacement and refresh of devices, cyber security, network access control, cloud migration and the implementation of Microsoft recommendations from the digital programme. The total budget for this scheme over the period

2019/2020-2023/2024 is £29.195 million and will be funded by a mixture of external borrowing and capital receipts.

Basic Need

This scheme relates to the provision of additional pupil places in our schools to meet the ends of local communities through school accommodation expansion. The total budget for this scheme over the period 2019/2020-2023/2024 is £26.303 million and is funded by external grants from Central Government.

Special Schools

This scheme relates to the proposed provision in a new centre of excellence for pupils with special needs and disabilities. The proposal is that it will be developed at Rowdeford near Devizes to match the excellent facilities at Exeter House, Salisbury.

A purpose-built special school will address the need for an additional 220 SEND places for Wiltshire while providing:

- Great teaching from well-trained, caring specialist dedicated staff
- The right facilities and support; hydro-pools, sensory rooms, physio, open outdoor space, speech and language therapy and family care
- Strong community links with cafes, community gardens and public playing fields
- Closer links between SEND schools, and greater support for all mainstream schools
- Links with specialist nurseries offering children with special needs seamless attention from very small to teenage years
- Good road routes to both sites which are central to the home locations of children and young people with SEND with space to expand

There is a statutory consultation into the future vision for special schools in Wiltshire that closes on 1 March 2019. The final decision on the vision for SEND will be made at Wiltshire Council's cabinet meeting in March after completion of the consultation.

Capital Financing

22. The Capital Programme financing can be summarised as follows:

	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023	2023/ 2024	TOTAL	
	£m	£m	£m	£m	£m	£m	%
Grants & Contributions	71.628	33.693	25.403	25.220	25.220	181.164	38.2
Capital Receipts	9.567	3.500	0.000	0.000	0.000	13.067	2.8
Borrowing	49.933	18.454	16.262	5.478	14.208	104.335	22.0
Borrowing (Funded by service revenue savings)	29.000	26.295	21.000	21.000	22.000	119.295	25.1
HRA	12.807	13.839	10.232	9.831	9.780	56.489	11.9
TOTAL	172.935	95.781	72.897	61.529	69.208	474.350	100.0

23. The Council seeks to utilise a wide range of funding to support its Capital Programme, maximising external funding opportunities, such as grants and contributions, and limiting internal sources, such as revenue funding. Capital funding sources are described below.

24. **Grants & Contributions** - Grant funding is one of the largest sources of financing for the Capital Programme. The majority of grants are awarded by Central Government departments, but some are received from other external bodies. Grants can be specific to a scheme, have conditions attached (such as time and criteria restrictions), or are for general use. S106 deposits account for the majority of capital contribution funding; these deposits are ringfenced for particular projects as defined in the individual S106 agreements.

25. **Capital Receipts** - The income received over the value of £10,000 from the disposal of Fixed Assets or the repayment of loans for capital purposes is defined as a capital receipt. They can normally¹ only be used to fund capital expenditure or repay debt. Some capital receipts have additional restrictions on their use. The Council seeks to obtain the highest possible receipt achievable from each disposal after considering wider community or service benefits and ring-fences receipts generated from the disposal of HRA assets to fund HRA projects.

26. **Borrowing** - The Council can determine the level of its borrowing for capital financing purposes, based upon its own views regarding; the affordability, prudence and sustainability of that borrowing, in line with the CIPFA Prudential Code for

¹ The Secretary of state can issue directives to allow exceptions to this rule such as the "Flexible use of Resources directive".

Capital Finance. Borrowing levels for the Capital Programme are therefore constrained by this assessment and by the availability of the revenue budget to meet the cost of this borrowing which is built into the Council's Medium Term Financial Strategy (MTFS).

27. **Borrowing (funded by service revenue saving)** – There are a small number of schemes in the Capital Programme that are funded by borrowing where the anticipated revenue saving arising from the capital investment will be utilised to fund the costs of borrowing. These schemes are:

Capital Schemes	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023	2023/ 2024	TOTAL
	£m	£m	£m	£m	£m	£m
LED Street Lighting	7.000	5.295	0.000	0.000	0.000	12.295
Chippenham HIF	2.000	0.000	0.000	0.000	0.000	2.000
Commercial - Housing Company	10.000	10.000	10.000	10.000	10.000	50.000
Commercial Development Investment	10.000	10.000	10.000	10.000	10.000	50.000
Commercial - Local Development Company	0.000	1.000	1.000	1.000	2.000	5.000
TOTAL	29.000	26.295	21.000	21.000	22.000	119.295

28. **HRA** – Capital expenditure for the Housing Revenue Account (HRA) is ringfenced from general fund capital expenditure and is financed by a combination of HRA borrowing and use of the major repairs reserve.
29. **Revenue Funding** - The Council can use revenue resources to fund capital projects on a direct basis. However, given the pressures on the revenue budget of the Council, there are currently no plans to finance any of the current capital programme by revenue funding and it is unlikely that the Council will choose to undertake this method of funding in the future if other sources are available.

Pipeline

30. The Capital Programme is approved annually at the budget setting meeting by Full Council.
31. All additions to the Capital Programme in year must be approved by the Director Finance & Procurement (s151 Officer) and are reported to Cabinet as part of the budget monitoring reporting process.

32. All proposed schemes requiring capital investment must provide business cases including the following minimum information:
- A description of the scheme;
 - The estimated financial implications, both capital and revenue, to be signed off by Accountancy;
 - The expected outputs, outcomes and contribution to the Councils Key Priorities per the Business Plan;
 - Any urgency considerations (e.g. statutory requirements or health and safety issues).
33. New capital bids will only be considered in the following circumstances:
- To meet statutory obligations for e.g. new schools' places;
 - To maximise use of existing assets in order to reduce revenue costs;
 - To deliver long term sustainable savings;
 - To meet Health and Safety requirements;
 - 'Invest to save' proposals to pump prime the delivery of revenue savings;
 - To create sustainable income streams – Business Rates and Council Tax;
 - To earn income – Rents, Interest and Dividends;
 - To address major infrastructure investment and deliver wider economic growth;
 - Where new projects are funded by external sources.
34. In completing Capital Bid forms, realistic estimates of phasing of capital spend between years must be used. There should be robust evidenced estimates based on identifiable project milestones and timescales which will be subject to scrutiny. Bids must also indicate on the Capital Bid form how the project meets Council priorities.
35. During the autumn Directors and Members meet to discuss the proposals, prioritising them against the strategic aims of the Council and assessing their affordability against risks and future funds that may become available. These proposals along with the approved Capital Programme are then presented to Cabinet in February and referred to Full Council for approval; thereby setting the full capital programme for the next 5 years.

Capitalisation

36. The Council has a set of Accounting Policies that are approved annually by the Audit Committee that set out the Council's approach to capitalisation and are based upon guidance issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) and take account of local circumstances.

37. The approved Accounting Policies are published within the Statement of Accounts and include policies on all the key accounting matters that affect the figures and disclosures in the statements.
38. Expenditure on the acquisition, creation or enhancement of Property, Plant and Equipment is capitalised on an accruals basis, provided that it is probable that the future economic benefits or service potential associated with the item will flow to the Council and the cost of the item can be measured reliably. Expenditure that maintains but does not add to an asset's potential to deliver future economic benefits or service potential (i.e. repairs and maintenance) is charged as an expense when it is incurred. The Council does not have a fixed de-minimis level for the recognition of capital expenditure, but recognises expenditure as capital where appropriate.

Flexible Use of Capital Receipts

39. In December 2017, the Secretary of State announced, alongside the provisional local government finance settlement, the continuation of the capital receipts flexibility programme for a further 3 years up to and including 2021/2022, to give local authorities the continued freedom to use capital receipts from the sale of their own assets (excluding right to buy receipts) to help fund the revenue costs of transformation projects and release savings. The strategy will be updated as further announcements are made.
40. Costs of service transformation have been reviewed as part of the 2019/2020 Capital Programme and these costs have been added to the programme for 2019/2020 where appropriate to be funded by the flexible use of capital receipts. A review will be conducted annually to determine what, if any, costs can be funded from capital receipts in the following year.

Asset Management Plan

41. The council's Asset Management Plan (revised version also under review by Cabinet as part of this agenda) sets out the strategic approach to managing the council's land and property assets, and brings together the relevant asset management policy frameworks. These frameworks support the overall approach of managing assets by portfolio and include areas such as disposals and acquisitions, as well as active management of the council's operational, commercial, and rural stock.
42. Wiltshire Council has a strategic and commercial approach to managing assets, this will be clearly set out in the Asset Management Plan. The council shares resources with other public services and uses technology, buildings and other assets flexibly to maximise value and reduce costs.

43. We develop community campuses and hubs in towns across Wiltshire to enable public services to co-locate and improve customer service. This development programme also helps us reduce the numbers of buildings we own and their associated repair and maintenance costs.
44. As buildings are freed up we create opportunities for commercial lettings of spare space or development opportunities for jobs and homes. Any capital receipts are re-invested in improving facilities elsewhere, or used for enabling strategic land purchases for development, employment or investment.

Restrictions on Borrowing

45. In October 2018, Central Government announced a policy change of abolition of the HRA debt cap. The Chancellor announced in the Budget that the applicable date was 29 October 2018.

DEBT AND BORROWING AND TREASURY MANAGEMENT

Debt & Borrowing

46. The Council is currently maintaining an under-borrowed position. This means that the capital borrowing need, known as the Capital Financing Requirement (CFR), has not been fully funded) with loan debt as cash supporting the Council's reserves, balances and cash flow have been used as a temporary measure (internal borrowing). This strategy is prudent, as investment returns are low and counterparty risk is still an issue that needs to be considered. This also drives the Council's assessment of investment in relation to the liquidity of investments.
47. The following table shows the Council's projection of external debt and internal borrowing over the next 5 years:

	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
	£million	£million	£million	£million	£million
CFR – General Fund	466.056	465.755	462.375	447.273	440.737
CFR – HRA	123.122	127.327	127.600	127.797	127.797
Gross Borrowing – Gen Fund	249.198	258.425	264.556	267.295	271.399
Gross Borrowing – HRA	117.257	121.463	121.735	121.933	121.933
CFR not funded by gross borrowing – General Fund	216.858	207.330	197.819	179.978	169.338
CFR not funded by gross borrowing – HRA	5.865	5.865	5.865	5.865	5.865

48. Against this background and the risks within the economic forecast, caution will be adopted with the 2019/2020 treasury operations. The Director of Finance will, through delegation and reporting, monitor interest rates in financial markets and adopt a pragmatic approach to changing circumstances:
- a) if it was considered that there was a significant risk of a sharp fall in long and short-term rates, e.g. due to a marked increase of risks around relapse into recession or of risks of deflation, then long term borrowings will be postponed, and potential rescheduling from fixed rate funding into short term borrowing will be considered.
 - b) if it was considered that there was a significant risk of a much sharper rise in long and short-term rates than that currently forecast, perhaps arising from a greater than expected increase in world economic activity or a sudden increase in inflation risks, then the portfolio position will be re-appraised with the likely action that fixed rate funding will be drawn whilst interest rates were still relatively cheap.

Minimum Revenue Provision (MRP) Policy

49. The minimum revenue provision (MRP) is the amount set aside for the repayment of the debt as a result of borrowings made to finance capital expenditure.
50. The Council sets its MRP Policy annually as part of the Treasury Management Strategy; however summarised version is set out below.
51. MRP charges should reflect the economic benefit the Council gets from using the asset to deliver services over its useful life. This ensures the Council Tax payers are being charged each year in line with asset usage and prevents current taxpayers meeting the cost of future usage or future Council Tax payers being burdened with “debt” and the costs of that debt, relating to assets that are no longer in use.
52. Council approved an amended MRP Policy in February 2018 to be applied from the 2017/2018 financial year. The Treasury Management Strategy 2019/2020 recommends that Council approve the current MRP Policy without further change.
53. The proposed MRP policy for 2019/2020 is as follows:
- a. In respect of the Council's supported borrowing: MRP will be provided for in accordance with existing practice outlined in the former regulations but on a 2% straight-line basis, i.e. provision for the full repayment of debt over 50 years.

- b. MRP for capital expenditure incurred wholly or partly by unsupported (prudential) borrowing or credit arrangements: equal Instalments to be determined by reference to the expected life of the asset. Asset life is deemed to begin once the asset becomes operational. MRP will commence from the financial year following the one in which the asset becomes operational.
- c. MRP in respect of unsupported (prudential) borrowing: equal Instalments taken to meet expenditure, which is treated as capital expenditure by virtue of either a capitalisation direction or regulations, will be determined in accordance with the asset life method as recommended by the statutory guidance.
- d. The Council retains the right to make additional voluntary payments to reduce debt if deemed prudent.

Treasury Management Indicators

- 54. The following Treasury Management Indicators are set within the Treasury Management Strategy 2019/2020 which is approved by Full Council annually. Further details are included in the Treasury Management Strategy 2019/2020.

Operational Boundary

- 55. The operational boundary is the limit beyond which external debt is not normally expected to exceed.
- 56. The operational boundary is a key management tool for monitoring the Authority's expected level of borrowing. It is essential to ensure that borrowing remains within the limits set and to take appropriate action where any likely breach is anticipated. Monitoring will take place through the year and will be reported to Cabinet.
- 57. The operational boundary limits as set out in the Treasury Management Strategy 2019/2020 are as follows:

Operational Boundary	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
	£million	£million	£million	£million	£million
General Fund	488.951	488.728	485.326	470.148	463.729
HRA	123.122	127.327	127.600	127.797	127.797
Other Long-Term Liabilities	0.200	0.200	0.200	0.200	0.200
TOTAL	612.273	616.255	613.126	598.145	591.726

Authorised Limit for External Debt

58. The authorised limit is the statutory limit determined under section 3 (1) of the Local Government Act 2003, and represents a limit beyond which external debt is prohibited. It reflects the level of debt which, while not desired, could be afforded in the short term, but is not sustainable in the long term.
59. The authorised limit is the operational boundary, including an allowance for unplanned and irregular cash movements. This allowance is difficult to predict, Cabinet approved an amended allowance of 2.5% in the Treasury Management Strategy 2012/2013 at its meeting on 15 February 2012.
60. The authorised limits set out in the Treasury Management Strategy 2019/2020 are as follows:

Authorised Limit	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
	£million	£million	£million	£million	£million
General Fund	501.175	500.946	497.459	481.902	475.322
HRA	123.122	127.327	127.600	127.797	127.797
Other Long-Term Liabilities	0.200	0.200	0.200	0.200	0.200
TOTAL	624.497	628.473	625.259	609.899	603.319

Decisions/Risk

61. The Treasury Management Strategy 2019/2020 (see separate report) requests approval for the following:
- The Director of Finance and Procurement has delegated authority to vary the amount of borrowing and other long-term liabilities within the Treasury Indicators for the Authorised Limit and the Operational Boundary
 - The Director of Finance and Procurement has authority to agree the restructuring of existing long-term loans where savings are achievable or to enhance the long-term portfolio
 - Short term cash surpluses and deficits continue to be managed through temporary loans and deposits
 - Any surplus cash balances not required to cover borrowing are placed in authorised money-market funds, particularly where this is more cost effective than short term deposits and the Director of Finance and Procurement has the authority to select such funds

62. Prudential indicators are monitored throughout the year, particularly against the two borrowing limits (operational boundary and authorised limit. Cabinet are kept informed of any issues that arise, including any potential or actual breaches of these indicators through the Treasury Management bi annual reporting process.

Scrutiny

63. The CIPFA (Chartered Institute of Public Finance and Accountancy) Code of Practice for Treasury Management recommends that members be updated on treasury management activities regularly.
64. The Council is required to receive and approve, as a minimum, three main reports each year, which incorporate a variety of policies, estimates and actuals.
- a) Treasury Management Strategy Statement, including prudential and treasury indicators, which covers the following,
- the capital plans (including prudential indicators);
 - a minimum revenue provision (MRP) policy (how residual capital expenditure is charged to revenue over time);
 - the treasury management strategy (how the investments and borrowings are to be organised) including treasury indicators; and
 - an investment strategy (the parameters on how investments are to be managed).
- b) Mid-year Treasury Management Report, which will update members with the progress of the capital position, amending prudential indicators as necessary, and whether any policies require revision.
- c) Annual Treasury Report, which provides details of a selection of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy.

COMMERCIAL ACTIVITY

Non- Financial Investments

65. Non-financial investments are those that are primarily held to generate a profit. Where the council holds a non-financial investment, due consideration will be given to the asset being able to retain sufficient value to provide security of investment using the fair value model in accordance with international Accounting Standard 40: Investment Property.

66. Assets that generate revenue income solely through fees and charges for discretionary services levied under section 93 of the Local Government Act 2003 will not be classified as non-financial investments for the purposes of this strategy.
67. Where there are several different objectives, when a decision is being taken to acquire an asset and the asset is not solely held for yield, then the asset will be categorised in accordance with the type of contribution made by that asset as follows:
- Yield/Profit
 - Regeneration
 - Economic benefit/business rates growth
 - Responding to local market failure
 - Treasury management
68. Assets classified as contributing to regeneration or local economic benefit will demonstrate that the investment forms part of a project within the Local Plan.
69. In advance of entering into any such investment the council will explicitly assess the risk of any loss which will make clear:
- The assessment of the market within which it is competing
 - The nature of that competition and the future expected evolution of the market
 - Any barriers to entry and exit of the market and any ongoing investment requirements
 - The use of external advisors, explicitly:
 - Treasury Management advisors
 - Property Investment advisors – Red Book valuation & Ancillary valuations, Income & Lease risk assessment
 - Further specialist advisors – Market and Competitor assessments, Full Structural Buildings Survey, Vendor assessment & rationale for disposal
 - Specialist advisors to support s151 assessment of the potential investment
 - The management arrangements for the use of external advisors
 - The credit ratings issued by the credit rating agencies where this is relevant, the frequency which these are monitored and what action is to be taken should these ratings change
 - The further sources of information used to assess and monitor the risk
70. The Council will look to invest in good quality commercial properties, to add to the current investment portfolio and to seek higher yields, which can provide secure and sustainable returns in accordance with the Statutory Guidance on Local Government Investments. The Council will adopt a balanced portfolio approach to investment, management and turnover of properties in order to ensure risk is

balanced across its investments. This will take into account the type of properties acquired and their location in particular.

71. As an asset class, investment property provides a better total return in terms of both rental income and capital appreciation than cash investments, whilst also maintaining a high level of security. Whilst property values can be subject to short term fluctuations, values are typically stable or rising over the medium to long term. However, it is noted that property is a longer-term investment with monies tied up in the property assets not normally accessible in the short term.
72. It should be noted that the definition of investment includes loans made by the council to any wholly-owned companies in the future or associates, to a joint venture or a third party.
73. The criteria to be applied to the purchase of any properties for investment purposes under this strategy are clearly defined and agreed. The main criteria proposed are:
 - Type** – Properties will be acquired at prices supported by independent valuations, with the objective of developing and retaining a balanced investment portfolio;
 - Return** - Investment properties acquired generate an initial net yield of a minimum of 2%. The net yield to be calculated taking into account all costs associated with acquisition;
 - Occupancy** - Properties being acquired should be occupied by tenants with suitable financial covenant strength and on a lease (or equivalent) agreement with no less than three years term unexpired;
 - Maintenance** - Properties will be maintained during the period of ownership to a standard that will maximise rental income streams and sale value at disposal; and
 - Location** - Acquisitions are not limited to being located within the Wiltshire Council area where they are acquired, with the purpose of generating income which can be reinvested into public services. It is anticipated that in Council area purchases will form the main, initial focus of the Strategy.
74. Income generated from investment income currently represents less than 1% of the Council's gross income which supports the delivery of core services. Whilst it is intended that increased investment in this area will provide a valuable source of income, the overall investment programme will support less than 2% of the Council's gross annual expenditure.
75. The Statutory Guidance on Local Government Investments requires that a range of indicators is presented to allow members and other interested parties to understand the total exposure from borrowing and investment decisions. These will cover both the current position and the expected position assuming all planned investments for the following year are completed. The indicators do not take

account of Treasury Management investments which are managed under the Treasury Management Strategy unless these are expected to be held for more than 12 months.

76. The indicators are set out in the table below

Indicators	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023	2023/ 2024
<p>1.Gross debt (in relation to commercial investments) to Net Service Expenditure limit</p> <p>Gross debt as a percentage of net service expenditure, where net service expenditure is a proxy for the size and financial strength of a local authority.</p>	6%	12%	18%	23%	29%
<p>2.Commercial Income to Net Service Expenditure</p> <p>Dependence on non-fees and charges income to deliver core services. Fees and charges should be netted off gross service expenditure to calculate NSE.</p>	1.0%	1.0%	1.0%	1.0%	1.0%
<p>3.Investment Cover ratio limit</p> <p>The total net income from property investments, compared to the interest expense.</p>	0	6.3	3.2	2.2	1.6
<p>4.Loan to asset value ratio</p> <p>The amount of debt compared to the total investment property</p>	0.5	0.6	0.7	0.8	0.8

asset value					
5.Target income returns (after MRP & Interest) Net revenue income compared to equity. This is a measure of achievement of the portfolio of properties.	2.0%	2.0%	2.0%	2.0%	2.0%
6.Income Return on other Property Fund Investments As a measure against other investments and against other council's property portfolios.	3.8%	3.8%	3.8%	3.8%	3.8%
7.Gross Income Net Income The income received from the investment portfolio at a gross level and net level (less interest, MRP and operational costs) over time.	15.8%	8.1%	5.5%	4.2%	3.4%
	15.8%	6.8%	3.8%	2.3%	1.3%
8.Operating costs % of Income The trend in operating costs of the non-financial investment portfolio over time, as the portfolio of non-financial investments expands	10%	10%	10%	10%	10%
9.Vacancy levels and Tenant exposures for non-financial investments Monitoring vacancy levels (voids) ensure the property portfolio is being managed (including marketing and tenant relations) to ensure the portfolio is productive as possible.	5%	5%	5%	5%	5%

77. For non-financial assets, the council is required to consider security by reference to the value of the asset relative to purchase price and to set out plans to recoup the investment where realising the asset would not recoup the sums invested. In the period immediately after purchase, it is expected that the costs directly attributable to the purchase of the asset will be greater than the realisable value of the asset. In this situation, the strategy will disclose the period expected for it to take for the increase in asset values to provide security for the sums invested and the assumptions underpinning that expectation.
78. The liquidity of the non-financial investment portfolio will be considered over the repayment period of any debt taken out to acquire the assets. Further to this, to manage the risk of delivery of value over the lifetime of the assets, consideration of the trade-offs between accepting capital loss and refinancing debt incurring additional debt servicing costs where relevant.
79. The Prudential Code issued by CIPFA requires that a council should not borrow more than, or in advance of need purely to profit from the investment of the extra sums borrowed. This Statutory Guidance requires that where borrowing in advance is enacted by a council that the rationale for the decision is clearly set out to ensure that external auditors, tax payers and interested parties are able to hold the council to account for the reasons for the borrowing. This will be included in the decision-making process.

OTHER LONG-TERM LIABILITIES

80. All long-term liabilities (amounts the Council owes or anticipates owing others due for payment in excess for 1 year) are reported on the Council's Balance Sheet and associated notes as part of the Statement Accounts which are subject to scrutiny by the Audit Committee and audit by appointed external auditors.
81. The Council's long-term liabilities predominantly consist of long term borrowing and the pension fund liability.
82. The Council's long-term borrowing position is reported to Members twice a year as part of the Treasury Management Strategy reporting process.
83. The pension fund liability is updated annually as part of the Statement of Accounts per the annual report the Council receives from its pension actuary Hymans Robertson.

KNOWLEDGE AND SKILLS

84. The Capital Strategy has been developed by Officers of the Council, who have relevant knowledge and technical skills. In addition, external advice and management is employed by the Council procuring and appointing suitably

qualified advisors and managers to support the development, operation and design of the programmes.

Treasury Management Consultants

85. The Council uses Link Asset Services as its external treasury management advisors.
86. The Council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not placed upon our external service providers.
87. It also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented, and subjected to regular review.

Other Consultants

88. In addition to Treasury Management Consultants, the Council will use external consultancy services where there is a requirement to do so. Further details on use of consultants for commercial investments are detailed in paragraph 69.

Training

89. In order to ensure that members and Statutory Officers have appropriate capacity and skills regarding their involvement in the investments decision making the following steps will be taken:
 - Training given to Members in all aspects of the Statutory Guidance, the assessment of individual investments and risk.
 - Technical training given to Statutory officers and those officers negotiating commercial deals in the technical fields of investment evaluation and requirements of the statutory guidance and prudential code.
 - Briefings to members of the relevant committees in advance of any investment decision making prior to a decision being brought forward to the committee covering all aspects of the assessment as well as the strategic fit.
90. The Corporate Governance arrangements around decisions on non-financial investments will follow the rigour of our normal committee arrangements. The relevant Cabinet Members will be fully briefed in terms of the full details of the

assessment including external advisor reports. Scrutiny will review all such individual decisions in advance of a Cabinet decision.

Overview and Scrutiny Engagement

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

Safeguarding Implications

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

Public Health Implications

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

Procurement Implications

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

Equalities Impact of the Proposal

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

Environmental and Climate Change Considerations

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

Risk Assessment

97. A full risk assessment of the revenue budget, reserves which covers the affordability of the capital programme proposals is included in the revenue budget setting report.

Financial Implications

98. These have been examined and are implicit throughout the report.

Legal Implications

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

Proposals

100. Cabinet is requested to recommend that Full Council:

- a) Adopts the Capital Strategy 2019/2020
- b) Approves the Capital Programme 2019/2020-2023/2024
- c) Adopts the non-financial investment indicators (paragraph 46)

Becky Hellard
Interim Director Finance and Procurement

Alistair Cunningham
Corporate Director Growth, Investment & Place

Report Author:

Stuart Donnelly
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Background Papers

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

Treasury Management Strategy 2019/2020
Asset Management Plan

Appendices

Appendix A – Capital Programme 2019/2020-2023/2024

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Capital Programme 2019/2020 - 2023/2024

Scheme name	Budget					Total Budget	Total Financing							Total Funding
	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024		Grants	Contributions	LGF	HRA	Capital Receipts	Borrowing - Funded be Revenue Saving in service	Borrowing	
Growth, Investment & Place														
Corsham Mansion House	47,000	0	0	0	0	47,000	0	0	47,000	0	0	0	0	47,000
A350 West Ashton/Yarnbrook Junction Improvements	2,282,663	3,100,000	0	0	0	5,382,663	0	0	5,382,663	0	0	0	0	5,382,663
Chippenham Station HUB	10,496,995	3,698,121	0	0	0	14,195,116	118,121	0	8,580,000	0	0	5,496,995	0	14,195,116
A350 Dualling Chippenham Bypass	184,917	0	0	0	0	184,917	0	0	184,917	0	0	0	0	184,917
Wiltshire Ultrafast Broadband	2,440,885	0	0	0	0	2,440,885	1,440,885	0	1,000,000	0	0	0	0	2,440,885
Regeneration of the Maltings and Central Car Park, Salisbury	4,089,902	0	0	0	0	4,089,902	275,482	0	3,676,420	0	0	138,000	0	4,089,902
Council House Build Programme	6,561,638	5,511,000	272,500	197,500	0	12,542,638	2,880,000	0	0	8,100,638	1,562,000	0	0	12,542,638
HRA - Refurbishment of Council Stock	9,382,500	9,633,600	9,959,100	9,633,800	9,779,500	48,388,500	0	0	0	48,388,500	0	0	0	48,388,500
Integrated Transport	2,181,000	2,181,000	2,181,000	2,181,000	2,181,000	10,905,000	10,905,000	0	0	0	0	0	0	10,905,000
Structural Maintenance (Grant & Council Funded)	21,139,000	13,139,000	13,139,000	13,139,000	13,139,000	73,695,000	65,695,000	0	0	0	0	8,000,000	0	73,695,000
Farmers Roundabout	1,711,997	0	0	0	0	1,711,997	1,711,997	0	0	0	0	0	0	1,711,997
LED Street Lighting	7,000,000	5,295,000	0	0	0	12,295,000	0	0	0	0	0	12,295,000	0	12,295,000
Highway flooding prevention and Land Drainage schemes	500,000	0	0	0	0	500,000	0	0	0	500,000	0	0	0	500,000
Bridges	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	15,000,000	15,000,000	0	0	0	0	0	0	15,000,000
Passenger Transport Capital	361,000	0	0	0	0	361,000	361,000	0	0	0	0	0	0	361,000
Housing Infrastructure Fund (HIF)	2,000,000	0	0	0	0	2,000,000	0	0	0	0	2,000,000	0	0	2,000,000
Waste Services	1,000,000	750,000	500,000	500,000	500,000	3,250,000	0	500,000	0	1,250,000	0	1,500,000	0	3,250,000
Churchyards & Cemeteries	250,000	0	0	0	0	250,000	0	0	0	0	0	250,000	0	250,000
Disabled Facilities Grants	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	15,000,000	15,000,000	0	0	0	0	0	0	15,000,000
Commercial - Housing Company	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	50,000,000	0	0	0	0	50,000,000	0	0	50,000,000
Commercial - Commercial Investment	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	50,000,000	0	0	0	0	50,000,000	0	0	50,000,000
Commercial - Local Development Company	0	1,000,000	1,000,000	1,000,000	2,000,000	5,000,000	0	0	0	0	5,000,000	0	0	5,000,000
Facilities Management Works	2,585,000	2,285,000	2,285,000	2,000,000	2,000,000	11,155,000	0	0	0	339,500	0	10,815,500	0	11,155,000
Depot & Office Strategy	1,400,000	3,500,000	1,250,000	0	0	6,150,000	0	0	0	0	0	6,150,000	0	6,150,000
ICT Schemes	13,255,600	2,325,900	2,527,200	2,178,100	8,908,300	29,195,100	0	0	0	3,575,100	0	25,620,000	0	29,195,100
SAP Enhancement	2,000,000	0	0	0	0	2,000,000	0	0	0	0	0	2,000,000	0	2,000,000
Microsoft Cloud Navigator	2,877,000	710,000	0	0	0	3,587,000	0	0	0	0	0	3,587,000	0	3,587,000
Service Devolution & Asset Transfer	364,000	242,700	0	0	0	606,700	0	0	0	606,700	0	0	0	606,700
Total Growth, Investment & Place	120,111,097	79,371,321	59,113,800	56,829,400	64,507,800	379,933,418	113,387,485	500,000	18,871,000	56,489,138	7,833,300	119,295,000	63,557,495	379,933,418
Children & Education														
Health and Wellbeing Centres - Live Schemes	16,823,300	0	0	0	2,000,000	18,823,300	0	0	0	146,000	0	18,677,300	0	18,823,300
Libraries - Self Service	500,000	0	0	0	0	500,000	0	0	0	0	0	500,000	0	500,000
Area Boards and LPSA PRG Reward Grants	800,000	800,000	800,000	800,000	800,000	4,000,000	0	0	1,600,000	0	2,400,000	0	0	4,000,000
Basic Need	24,229,604	872,976	400,000	400,000	400,000	26,302,580	26,302,580	0	0	0	0	0	0	26,302,580
Schools Maintenance & Modernisation	6,287,833	3,133,063	3,133,063	3,000,000	3,000,000	18,553,959	18,553,959	0	0	0	0	0	0	18,553,959
Devolved Formula Capital	650,000	600,000	550,000	500,000	500,000	2,800,000	2,800,000	0	0	0	0	0	0	2,800,000
Special Schools	100,000	10,000,000	8,900,000	0	0	19,000,000	0	0	0	0	0	19,000,000	0	19,000,000
Early Years & Childcare	90,743	0	0	0	0	90,743	90,743	0	0	0	0	0	0	90,743
SEND Capital	329,065	329,065	0	0	0	658,130	658,130	0	0	0	0	0	0	658,130
FACT Transformation	1,000,000	0	0	0	0	1,000,000	0	0	0	1,000,000	0	0	0	1,000,000
Better Placement Options	375,000	375,000	0	0	0	750,000	0	0	0	750,000	0	0	0	750,000
Early Help Support Hub	100,000	100,000	0	0	0	200,000	0	0	0	200,000	0	0	0	200,000
Contextual Safeguarding	100,000	100,000	0	0	0	200,000	0	0	0	200,000	0	0	0	200,000
Ofsted Readiness	100,000	100,000	0	0	0	200,000	0	0	0	200,000	0	0	0	200,000
Travel Trainer	70,000	0	0	0	0	70,000	0	0	0	70,000	0	0	0	70,000
Children & Education Directorate	51,555,545	16,410,104	13,783,063	4,700,000	6,700,000	93,148,712	48,405,412	0	0	4,166,000	0	40,577,300	0	93,148,712
Adult Care and Public Health Services														
Sensory Stimulation & Development Play Equipment	200,000	0	0	0	0	200,000	0	0	0	0	0	200,000	0	200,000
Adults Transformation Phase Two	400,000	0	0	0	0	400,000	0	0	0	400,000	0	0	0	400,000
Adult Care Liquid Logic	668,000	0	0	0	0	668,000	0	0	0	668,000	0	0	0	668,000
Adult Care and Public Health Services	1,268,000	0	0	0	0	1,268,000	0	0	0	1,068,000	0	200,000	0	1,268,000
Capital Programme Total	172,934,642	95,781,425	72,896,863	61,529,400	71,207,800	474,350,130	161,792,897	500,000	18,871,000	56,489,138	13,067,300	119,295,000	104,334,795	474,350,130

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Wiltshire Council

Council

26 February 2019

Subject: Council Tax Setting 2019/2020

Cabinet member: Cllr Philip Whitehead – Finance, Procurement, ICT and Operational Assets

Key Decision: No

Executive Summary

This report sets out, in the complex format prescribed by law, the resolutions required from the Council to set the Council Tax for the year 2019/2020.

Using the tax base, approved by Cabinet on 11 December 2018 of 186,013.00 band D equivalent households, and the draft net budget requirement of £332.378 million (which in order to fund requires a council tax requirement of £270.997 million) gives a band D council tax for 2019/2020 of £1,456.87.

Fire, Police and Town/Parish precepts are in addition to the Wiltshire Council basic Council Tax.

The main body of the report sets out the statutory calculations, and shows the Fire, Police and Town/Parish precepts for every parish in the Wiltshire Council Tax Area along with the total Council Tax figures.

Proposal

That the Council approves the resolutions as set out within Appendix A of the report.

Reason for Proposal

To meet the statutory requirement to set the Council Tax. The calculations are as defined by law, and the figures will change only if the budget proposal is amended.

Alistair Cunningham
Corporate Director Growth, Investment & Place

Wiltshire Council

Council

26 February 2019

Subject: Council Tax Setting 2019/2020

Cabinet member: Cllr Philip Whitehead – Finance, Procurement, ICT and Operational Assets

Key Decision: No

Purpose of Report

1. The purpose of this report is to enable the Council to calculate and approve the Council Tax requirement for 2019/2020.

Background

2. The Localism Act 2011 requires the billing authority to calculate the council tax requirement for the year.
3. Cabinet approved the 2019/2020 Wiltshire Council tax base of 186,013.00 on 11 December 2018.

Wiltshire Council

4. The 2019/2020 Local Government Finance Settlement set out central government's decision to maintain the same core principle and package of flexibilities in 2019/2020 as it did for 2018/2019:
 - (a) Unitary authorities may increase the basic element of the council tax by up to 3.00% without triggering a local referendum.
 - (b) Local authorities with the responsibility for adult social care have an additional flexibility on their council tax referendum threshold to be used entirely for adult social care. These local authorities will be able to increase the adult social care precept by no more than 6.00% in the 3 years from 2017/2018 to 2019/2020 and by no more than 3.00% in any 1 year.
5. At the Cabinet meeting on 5 February 2019 it was recommended that Wiltshire Council increase its basic element of the band D Council Tax by 2.99% for 2019/2020 (2.99% for 2018/2019).
6. Wiltshire Council has already taken up the maximum 6.00% additional flexibility in respect of adult social care for the 3 years 2017/2018 to 2019/2020 (3.00% in 2017/2018 and 3.00% in 2018/2019). The 2019/2020 increase in respect of adult social care is therefore 0.00%.

7. The total recommended increase to the average band D Council Tax for 2019/2020 is therefore 2.99% (5.99% for 2018/2019). This results in an average band D Council Tax of £1,456.87 for 2019/2020 (£1,414.57 for 2018/2019).
8. Since the Cabinet meeting on 5 February 2019, the precept levels of other precepting authorities have been received. These are detailed below:

Town & Parish Councils

9. The 2019/2020 Local Government Finance Settlement confirmed that no referendum principles would apply for Town & Parish Councils for 2019/2020.
10. The Town & Parish Council Precepts for 2018/2019 are detailed in Appendix B and total £21,702,097.02. The increase in the average band D Council Tax for Town & Parish Councils is 7.64% and results in an average band D Council Tax figure of £116.67 for 2019/2020 (£108.39 for 2018/2019).

Office of the Police & Crime Commissioner for Wiltshire & Swindon

11. The 2019/2020 Local Government Finance Settlement confirmed that Police and Crime Commissioners may increase the basic element of the council tax by up to £24 on the 2018/2019 band D charge without triggering a local referendum.
12. The Office of the Police & Crime Commissioner for Wiltshire & Swindon met on 7 February 2019 and set their precept in respect of the Wiltshire area at £38,368,902 exclusive of a Council Tax Collection Fund contribution of £371,191. This results in a band D Council Tax of £206.27 for 2019/2020. This represents an increase of £24.00 (13.17%) compared to £182.27 for 2018/2019.

Dorset & Wiltshire Fire and Rescue Authority

13. The 2019/2020 Local Government Finance Settlement confirmed that Fire & Rescue Authorities may increase the basic element of the council tax by up to 3.00% without triggering a local referendum.
14. Dorset & Wiltshire Fire and Rescue Authority met on 12 February 2019 and set their precept in respect of the Wiltshire area at £13,926,793 exclusive of a Council Tax Collection Fund contribution of £148,053. This results in a band D Council Tax of £74.87 for 2019/2020. This represents an increase of 2.98% compared to £72.70 for 2018/2019.

Conclusions

15. The recommendations are set out in the formal Council Tax Resolution in Appendix A.
16. The Wiltshire Council element of the Council Tax is recommended to be increased as follows:

	2018/2019 %	2019/2020 %
Wiltshire Council (Basic Amount)	2.99	2.99
Wiltshire Council (Adult Social Care)	3.00	0.00
Total	5.99	2.99

17. If the formal Council Tax Resolution in Appendix A is approved, the total band D Council Tax will be as follows:

	2018/2019 £	2019/2020 £	Increase £	Increase
Wiltshire Council	1,414.57	1,456.87	42.30	2.99%
Office of the Police & Crime Commissioner for Wiltshire & Swindon	182.27	206.27	24.00	13.17%
Dorset & Wiltshire Fire and Rescue Authority	72.70	74.87	2.17	2.98%
Sub – Total	1,669.54	1,738.01	68.47	4.10%
Town & Parish Council (average)	108.39	116.67	8.28	7.64%
Total	1,777.93	1,854.68	76.75	4.32%

18. The Adult Social Care Precept will account for £102.61 of the 2019/2020 Wiltshire Council Band D figure above (£102.61 for 2018/2019).
19. These increases do not require a referendum.

Risks Assessment

20. A full risk assessment of the budget proposals has been provided to Cabinet on 5 February 2019 in Wiltshire Council's Financial Plan Update 2019/2020.

Equality and Diversity Impacts of the Proposal

21. None have been identified as directly arising from this report, although equality and diversity impacts have been considered by officers and portfolio holders when preparing budget proposals.

Financial Implications

22. The financial implications are outlined in the report.

Legal Implications

23. The legal implications are outlined in the report.

Public Health Implications

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

Environmental Implications

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

Safeguarding Implications

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

Options Considered

27. The calculations are as defined by law, and the figures will change only if the budget proposal is amended.

Reasons for Proposals

28. To meet the statutory requirement to set the Council Tax. The calculations are as defined by law, and the figures will change only if the budget proposal is amended.

Proposal

29. That the Council approves the resolutions as set out within Appendix A of the report.

Alistair Cunningham
Corporate Director Growth, Investment & Place

Becky Hellard
Interim Director Finance & Procurement

Report Author:
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Tel: 01225 718582

12 February 2019

Background Papers

The following published documents set out the statutory requirements and powers relevant to the subject of this report:

Local Government Finance Act 1992

Localism Act 2011

Local Government Finance Settlement 2019 to 2020: technical consultation

Local Government Finance Settlement 2019 to 2020: response

The following published documents have been referred to during the preparation of this report:

Wiltshire Council's Financial Plan Update 2019/2020

Council Tax Base 2019/2020 Cabinet Report 11 December 2018

Appendices:

Appendix A Wiltshire Council - Council Tax Resolution 2019/2020

Appendix B Wiltshire Council - Council Tax Banding Schedule by Authority 2019/2020

Appendix C Wiltshire Council - Town & Parish Precepts 2019/2020

The Council is recommended to resolve as follows:

1. It be noted that on 11 December 2018 the Council calculated:
 - (a) the Council Tax Base 2019/2020 for the whole Wiltshire Council area as 186,013.00 [Item T in the formula in Section 31B(3) of the Local Government Finance Act 1992, as amended (the "Act")] and,
 - (b) for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix.
2. Calculate that the Council Tax requirement for the Council's own purposes for 2019/2020 (excluding precepts) is £270,996,759.
3. That the following amounts be calculated for the year 2019/2020 in accordance with Sections 31 to 36 of the Act:
 - (a) £852,038,751 **(Gross Revenue Expenditure including transfers to reserves, parish precepts and any collection fund deficit)** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils).
 - (b) £573,784,806 **(Gross Revenue Income including transfers from reserves, General Government Grants and any collection fund surplus)** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - (c) £278,253,945 **(Net Revenue Expenditure including parish precepts)** being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31A(4) of the Act).
 - (d) £1,573.54 **(Wiltshire Council band D tax plus average Town & Parish Councils Band D Council Tax)** being the amount at 3(c) above (Item R), all divided by Item T (2 above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts), as shown below:

Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
1,049.03	1,223.86	1,398.71	1,573.54	1,923.22	2,272.89	2,622.57	3,147.08

- (e) £21,702,097.02 **(Aggregate of Town & Parish Council Precepts)** being the aggregate amount of all special items (Parish Precepts) referred to in Section 34(1) of the Act (as per the attached Appendix C).
- (f) £1,456.87 **(band D Council Tax for Wiltshire Council purposes only)** being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (2 above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates, as shown below:

Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
971.25	1,133.12	1,295.00	1,456.87	1,780.62	2,104.37	2,428.12	2,913.74

Wiltshire Council - Council Tax Banding Schedule by Authority 2019/2020

Council Tax Schedule 2019/2020	Band A (£)	Band B (£)	Band C (£)	Band D (£)	Band E (£)	Band F (£)	Band G (£)	Band H (£)
Wiltshire Council (inclusive of Adult Social Care Levy)	971.25	1,133.12	1,295.00	1,456.87	1,780.62	2,104.37	2,428.12	2,913.74
Office of the Police & Crime Commissioner for Wiltshire & Swindon	137.51	160.43	183.35	206.27	252.11	297.95	343.78	412.54
Dorset & Wiltshire Fire and Rescue Authority	49.91	58.23	66.55	74.87	91.51	108.15	124.78	149.74
Town & Parish Council (Average)	77.78	90.74	103.71	116.67	142.60	168.52	194.45	233.34
Total	1,236.45	1,442.52	1,648.61	1,854.68	2,266.84	2,678.99	3,091.13	3,709.36

Council Tax Charge by band per Parish/Town Council								
Aldbourn Parish Council	28.63	33.40	38.17	42.94	52.48	62.02	71.57	85.88
Alderbury Parish Council	33.31	38.87	44.42	49.97	61.07	72.18	83.28	99.94
All Cannings Parish Council	38.19	44.56	50.92	57.29	70.02	82.75	95.48	114.58
Allington Parish Council	30.73	35.85	40.97	46.09	56.33	66.57	76.82	92.18
Alton Parish Council	29.85	34.82	39.80	44.77	54.72	64.67	74.62	89.54
Alvediston Parish Meeting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Amesbury Town Council	65.38	76.28	87.17	98.07	119.86	141.66	163.45	196.14
Ansty Parish Council	18.93	22.08	25.24	28.39	34.70	41.01	47.32	56.78
Ashton Keynes Parish Council	32.75	38.20	43.66	49.12	60.04	70.95	81.87	98.24
Atworth Parish Council	38.58	45.01	51.44	57.87	70.73	83.59	96.45	115.74
Avebury Parish Council	38.73	45.19	51.64	58.10	71.01	83.92	96.83	116.20
Barford St Martin Parish Council	29.64	34.58	39.52	44.46	54.34	64.22	74.10	88.92
Baydon Parish Council	37.71	44.00	50.28	56.57	69.14	81.71	94.28	113.14
Beechingstoke Parish Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Berwick Bassett & W/Bourne Monkton Parish Council	32.80	38.27	43.73	49.20	60.13	71.07	82.00	98.40
Berwick St James Parish Council	16.09	18.77	21.45	24.13	29.49	34.85	40.22	48.26
Berwick St John Parish Council	35.83	41.81	47.78	53.75	65.69	77.64	89.58	107.50
Berwick St Leonard Parish Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Biddestone Parish Council	21.56	25.15	28.75	32.34	39.53	46.71	53.90	64.68
Bishops Cannings Parish Council	32.44	37.85	43.25	48.66	59.47	70.29	81.10	97.32
Bishopstone Parish Council	21.35	24.90	28.46	32.02	39.14	46.25	53.37	64.04
Bishopstrow Parish Council	12.99	15.15	17.32	19.48	23.81	28.14	32.47	38.96
Bowerchalke Parish Council	20.15	23.51	26.87	30.23	36.95	43.67	50.38	60.46
Box Parish Council	59.24	69.11	78.99	88.86	108.61	128.35	148.10	177.72
Boyton Parish Council	10.69	12.48	14.26	16.04	19.60	23.17	26.73	32.08
Bradford On Avon Town Council	123.59	144.19	164.79	185.39	226.59	267.79	308.98	370.78
Bratton Parish Council	47.38	55.28	63.17	71.07	86.86	102.66	118.45	142.14
Braydon Parish Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bremhill Parish Council	12.78	14.91	17.04	19.17	23.43	27.69	31.95	38.34
Brinkworth Parish Council	26.97	31.46	35.96	40.45	49.44	58.43	67.42	80.90
Britford Parish Council	10.49	12.24	13.99	15.74	19.24	22.74	26.23	31.48
Broad Hinton & W/Bourne Bassett Parish Council	10.83	12.63	14.44	16.24	19.85	23.46	27.07	32.48
Broad Town Parish Council	24.31	28.37	32.42	36.47	44.57	52.68	60.78	72.94
Broadchalke Parish Council	14.38	16.78	19.17	21.57	26.36	31.16	35.95	43.14
Brokenborough Parish Council	10.65	12.43	14.20	15.98	19.53	23.08	26.63	31.96
Bromham Parish Council	33.51	39.09	44.68	50.26	61.43	72.60	83.77	100.52
Broughton Gifford Parish Council	23.53	27.45	31.37	35.29	43.13	50.97	58.82	70.58
Bulford Parish Council	28.90	33.72	38.53	43.35	52.98	62.62	72.25	86.70
Bulkington Parish Council	27.47	32.04	36.62	41.20	50.36	59.51	68.67	82.40
Burbage Parish Council	24.12	28.14	32.16	36.18	44.22	52.26	60.30	72.36
Burcombe Parish Council	31.97	37.29	42.62	47.95	58.61	69.26	79.92	95.90
Buttermere Parish Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Calne Town Council	140.21	163.57	186.94	210.31	257.05	303.78	350.52	420.62
Calne Without Parish Council	11.98	13.98	15.97	17.97	21.96	25.96	29.95	35.94
Castle Combe Parish Council	21.21	24.75	28.28	31.82	38.89	45.96	53.03	63.64
Chapmanslade Parish Council	11.85	13.82	15.80	17.77	21.72	25.67	29.62	35.54
Charlton Parish Council	23.84	27.81	31.79	35.76	43.71	51.65	59.60	71.52
Charlton St Peter & Wilsford Parish Council	10.78	12.58	14.37	16.17	19.76	23.36	26.95	32.34

Wiltshire Council - Council Tax Banding Schedule by Authority 2019/2020

Council Tax Schedule 2019/2020	Band A (£)	Band B (£)	Band C (£)	Band D (£)	Band E (£)	Band F (£)	Band G (£)	Band H (£)
Wiltshire Council (inclusive of Adult Social Care Levy)	971.25	1,133.12	1,295.00	1,456.87	1,780.62	2,104.37	2,428.12	2,913.74
Office of the Police & Crime Commissioner for Wiltshire & Swindon	137.51	160.43	183.35	206.27	252.11	297.95	343.78	412.54
Dorset & Wiltshire Fire and Rescue Authority	49.91	58.23	66.55	74.87	91.51	108.15	124.78	149.74
Town & Parish Council (Average)	77.78	90.74	103.71	116.67	142.60	168.52	194.45	233.34
Total	1,236.45	1,442.52	1,648.61	1,854.68	2,266.84	2,678.99	3,091.13	3,709.36

Council Tax Charge by band per Parish/Town Council								
Cherhill Parish Council	15.07	17.58	20.09	22.60	27.62	32.64	37.67	45.20
Cheverell Magna (Great Cheverell) Parish Council	27.47	32.05	36.63	41.21	50.37	59.53	68.68	82.42
Chicklade Parish Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Chilmark Parish Council	22.58	26.34	30.11	33.87	41.40	48.92	56.45	67.74
Chilton Foliat Parish Council	24.51	28.60	32.68	36.77	44.94	53.11	61.28	73.54
Chippenham Town Council	159.74	186.36	212.99	239.61	292.86	346.10	399.35	479.22
Chippenham Without Parish Council	64.89	75.70	86.52	97.33	118.96	140.59	162.22	194.66
Chirton Parish Council	45.08	52.59	60.11	67.62	82.65	97.67	112.70	135.24
Chitterne Parish Council	47.37	55.27	63.16	71.06	86.85	102.64	118.43	142.12
Cholderton Parish Council	33.33	38.89	44.44	50.00	61.11	72.22	83.33	100.00
Christian Malford Parish Council	23.01	26.84	30.68	34.51	42.18	49.85	57.52	69.02
Chute Forest Parish Council	34.66	40.44	46.21	51.99	63.54	75.10	86.65	103.98
Chute Parish Council	30.85	36.00	41.14	46.28	56.56	66.85	77.13	92.56
Clarendon Park Parish Council	10.48	12.23	13.97	15.72	19.21	22.71	26.20	31.44
Clyffe Pypard Parish Council	13.25	15.46	17.67	19.88	24.30	28.72	33.13	39.76
Codford Parish Council	31.02	36.19	41.36	46.53	56.87	67.21	77.55	93.06
Colerne Parish Council	41.71	48.67	55.62	62.57	76.47	90.38	104.28	125.14
Collingbourne Ducis Parish Council	38.41	44.82	51.22	57.62	70.42	83.23	96.03	115.24
Collingbourne Kingston Parish Council	40.18	46.88	53.57	60.27	73.66	87.06	100.45	120.54
Compton Bassett Parish Council	28.54	33.30	38.05	42.81	52.32	61.84	71.35	85.62
Compton Chamberlayne Parish Council	28.73	33.51	38.30	43.09	52.67	62.24	71.82	86.18
Coombe Bissett Parish Council	20.17	23.53	26.89	30.25	36.97	43.69	50.42	60.50
Corsham Town Council	112.49	131.24	149.99	168.74	206.24	243.74	281.23	337.48
Corsley Parish Council	17.87	20.84	23.82	26.80	32.76	38.71	44.67	53.60
Coulston Parish Council	25.31	29.53	33.75	37.97	46.41	54.85	63.28	75.94
Cricklade Town Council	131.15	153.00	174.86	196.72	240.44	284.15	327.87	393.44
Crudwell Parish Council	19.86	23.17	26.48	29.79	36.41	43.03	49.65	59.58
Dauntsey Parish Council	46.08	53.76	61.44	69.12	84.48	99.84	115.20	138.24
Devizes Town Council	105.28	122.83	140.37	157.92	193.01	228.11	263.20	315.84
Dilton Marsh Parish Council	27.11	31.62	36.14	40.66	49.70	58.73	67.77	81.32
Dinton Parish Council	25.25	29.45	33.66	37.87	46.29	54.70	63.12	75.74
Donhead St Andrew Parish Council	23.65	27.59	31.53	35.47	43.35	51.23	59.12	70.94
Donhead St Mary Parish Council	21.49	25.07	28.65	32.23	39.39	46.55	53.72	64.46
Downton Parish Council	53.67	62.61	71.56	80.50	98.39	116.28	134.17	161.00
Durnford Parish Council	11.43	13.33	15.24	17.14	20.95	24.76	28.57	34.28
Durrington Town Council	39.17	45.69	52.22	58.75	71.81	84.86	97.92	117.50
East Kennett Parish Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
East Knoyle Parish Council	19.18	22.38	25.57	28.77	35.16	41.56	47.95	57.54
Easterton Parish Council	43.59	50.86	58.12	65.39	79.92	94.45	108.98	130.78
Easton Grey Parish Council	3.01	3.51	4.01	4.51	5.51	6.51	7.52	9.02
Easton Royal Parish Council	30.73	35.85	40.97	46.09	56.33	66.57	76.82	92.18
Ebbesbourne Wake Parish Council	21.73	25.36	28.98	32.60	39.84	47.09	54.33	65.20
Edington Parish Council	20.42	23.82	27.23	30.63	37.44	44.24	51.05	61.26
Enford Parish Council	41.15	48.00	54.86	61.72	75.44	89.15	102.87	123.44
Erlestoke Parish Council	49.51	57.77	66.02	74.27	90.77	107.28	123.78	148.54
Etchilhampton Parish Council	30.15	35.18	40.20	45.23	55.28	65.33	75.38	90.46
Everleigh Parish Council	26.03	30.37	34.71	39.05	47.73	56.41	65.08	78.10
Figheldean Parish Council	54.89	64.03	73.18	82.33	100.63	118.92	137.22	164.66

Wiltshire Council - Council Tax Banding Schedule by Authority 2019/2020

Council Tax Schedule 2019/2020	Band A (£)	Band B (£)	Band C (£)	Band D (£)	Band E (£)	Band F (£)	Band G (£)	Band H (£)
Wiltshire Council (inclusive of Adult Social Care Levy)	971.25	1,133.12	1,295.00	1,456.87	1,780.62	2,104.37	2,428.12	2,913.74
Office of the Police & Crime Commissioner for Wiltshire & Swindon	137.51	160.43	183.35	206.27	252.11	297.95	343.78	412.54
Dorset & Wiltshire Fire and Rescue Authority	49.91	58.23	66.55	74.87	91.51	108.15	124.78	149.74
Town & Parish Council (Average)	77.78	90.74	103.71	116.67	142.60	168.52	194.45	233.34
Total	1,236.45	1,442.52	1,648.61	1,854.68	2,266.84	2,678.99	3,091.13	3,709.36

Council Tax Charge by band per Parish/Town Council								
Firsdown Parish Council	36.67	42.79	48.90	55.01	67.23	79.46	91.68	110.02
Fittleton Parish Council	37.06	43.24	49.41	55.59	67.94	80.30	92.65	111.18
Fonthill Bishop Parish Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fonthill Gifford Parish Council	21.16	24.69	28.21	31.74	38.79	45.85	52.90	63.48
Fovant Parish Council	19.52	22.77	26.03	29.28	35.79	42.29	48.80	58.56
Froxfield Parish Council	33.65	39.26	44.87	50.48	61.70	72.92	84.13	100.96
Fyfield & West Overton Parish Council	24.58	28.68	32.77	36.87	45.06	53.26	61.45	73.74
Grafton Parish Council	16.63	19.41	22.18	24.95	30.49	36.04	41.58	49.90
Great Bedwyn Parish Council	20.81	24.28	27.75	31.22	38.16	45.10	52.03	62.44
Great Hinton Parish Council	19.63	22.91	26.18	29.45	35.99	42.54	49.08	58.90
Great Somerford Parish Council	15.69	18.30	20.92	23.53	28.76	33.99	39.22	47.06
Great Wishford Parish Council	21.71	25.33	28.95	32.57	39.81	47.05	54.28	65.14
Grimstead Parish Council	23.90	27.88	31.87	35.85	43.82	51.78	59.75	71.70
Grittleton Parish Council	9.23	10.77	12.31	13.85	16.93	20.01	23.08	27.70
Ham Parish Council	9.14	10.66	12.19	13.71	16.76	19.80	22.85	27.42
Hankerton Parish Council	17.67	20.62	23.56	26.51	32.40	38.29	44.18	53.02
Heddington Parish Council	16.91	19.73	22.55	25.37	31.01	36.65	42.28	50.74
Heytesbury & Knook Parish Council	22.56	26.32	30.08	33.84	41.36	48.88	56.40	67.68
Heywood Parish Council	12.03	14.03	16.04	18.04	22.05	26.06	30.07	36.08
Hilmarton Parish Council	17.29	20.17	23.05	25.93	31.69	37.45	43.22	51.86
Hilperton Parish Council	9.52	11.11	12.69	14.28	17.45	20.63	23.80	28.56
Hindon Parish Council	39.20	45.73	52.27	58.80	71.87	84.93	98.00	117.60
Holt Parish Council	24.82	28.96	33.09	37.23	45.50	53.78	62.05	74.46
Horningsham Parish Council	60.03	70.03	80.04	90.04	110.05	130.06	150.07	180.08
Hullavington Parish Council	28.32	33.04	37.76	42.48	51.92	61.36	70.80	84.96
Idmiston Parish Council	29.01	33.85	38.68	43.52	53.19	62.86	72.53	87.04
Keevil Parish Council	19.56	22.82	26.08	29.34	35.86	42.38	48.90	58.68
Kilminster Parish Council	33.14	38.66	44.19	49.71	60.76	71.80	82.85	99.42
Kington Langley Parish Council	36.53	42.62	48.71	54.80	66.98	79.16	91.33	109.60
Kington St Michael Parish Council	54.65	63.75	72.86	81.97	100.19	118.40	136.62	163.94
Lacock Parish Council	23.55	27.47	31.40	35.32	43.17	51.02	58.87	70.64
Landford Parish Council	34.45	40.19	45.93	51.67	63.15	74.63	86.12	103.34
Langley Burrell Parish Council	47.79	55.76	63.72	71.69	87.62	103.55	119.48	143.38
Latton Parish Council	25.33	29.55	33.77	37.99	46.43	54.87	63.32	75.98
Laverstock & Ford Parish Council	32.18	37.54	42.91	48.27	59.00	69.72	80.45	96.54
Lea & Cleverton Parish Council	19.83	23.14	26.44	29.75	36.36	42.97	49.58	59.50
Leigh Parish Council	18.92	22.07	25.23	28.38	34.69	40.99	47.30	56.76
Limpley Stoke Parish Council	46.53	54.29	62.04	69.80	85.31	100.82	116.33	139.60
Little Bedwyn Parish Council	15.38	17.94	20.51	23.07	28.20	33.32	38.45	46.14
Little Cheverell Parish Council	20.06	23.40	26.75	30.09	36.78	43.46	50.15	60.18
Little Somerford Parish Council	32.23	37.60	42.97	48.34	59.08	69.82	80.57	96.68
Longbridge Deverill Parish Council	13.12	15.31	17.49	19.68	24.05	28.43	32.80	39.36
Luckington Parish Council	20.05	23.39	26.73	30.07	36.75	43.43	50.12	60.14
Ludgershall Town Council	69.77	81.39	93.02	104.65	127.91	151.16	174.42	209.30
Lydiard Millicent Parish Council	45.77	53.40	61.03	68.66	83.92	99.18	114.43	137.32
Lydiard Tregoze Parish Council	22.61	26.38	30.15	33.92	41.46	49.00	56.53	67.84
Lyneham & Bradenstoke Parish Council	18.27	21.32	24.36	27.41	33.50	39.59	45.68	54.82
Maiden Bradley Parish Council	85.26	99.47	113.68	127.89	156.31	184.73	213.15	255.78

Wiltshire Council - Council Tax Banding Schedule by Authority 2019/2020

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Wiltshire Council (inclusive of Adult Social Care Levy)	971.25	1,133.12	1,295.00	1,456.87	1,780.62	2,104.37	2,428.12	2,913.74
Office of the Police & Crime Commissioner for Wiltshire & Swindon	137.51	160.43	183.35	206.27	252.11	297.95	343.78	412.54
Dorset & Wiltshire Fire and Rescue Authority	49.91	58.23	66.55	74.87	91.51	108.15	124.78	149.74
Town & Parish Council (Average)	77.78	90.74	103.71	116.67	142.60	168.52	194.45	233.34
Total	1,236.45	1,442.52	1,648.61	1,854.68	2,266.84	2,678.99	3,091.13	3,709.36

Council Tax Charge by band per Parish/Town Council								
Malmesbury Town Council	136.99	159.83	182.66	205.49	251.15	296.82	342.48	410.98
Manningford Parish Council	21.92	25.57	29.23	32.88	40.19	47.49	54.80	65.76
Marden Parish Council	23.49	27.40	31.32	35.23	43.06	50.89	58.72	70.46
Market Lavington Parish Council	48.89	57.04	65.19	73.34	89.64	105.94	122.23	146.68
Marlborough Town Council	130.09	151.77	173.45	195.13	238.49	281.85	325.22	390.26
Marston Meysey Parish Council	20.61	24.04	27.48	30.91	37.78	44.65	51.52	61.82
Marston Parish Council	17.34	20.23	23.12	26.01	31.79	37.57	43.35	52.02
Melksham Town Council	102.09	119.10	136.12	153.13	187.16	221.19	255.22	306.26
Melksham Without Parish Council	50.46	58.87	67.28	75.69	92.51	109.33	126.15	151.38
Mere Parish Council	83.31	97.20	111.08	124.97	152.74	180.51	208.28	249.94
Mildenhall Parish Council	67.02	78.19	89.36	100.53	122.87	145.21	167.55	201.06
Milston Parish Council	10.90	12.72	14.53	16.35	19.98	23.62	27.25	32.70
Milton Lilbourne Parish Council	31.53	36.78	42.04	47.29	57.80	68.31	78.82	94.58
Minety Parish Council	16.19	18.88	21.58	24.28	29.68	35.07	40.47	48.56
Monkton Farleigh Parish Council	22.88	26.69	30.51	34.32	41.95	49.57	57.20	68.64
Netheravon Parish Council	47.25	55.12	63.00	70.87	86.62	102.37	118.12	141.74
Netherhampton Parish Council	14.09	16.43	18.78	21.13	25.83	30.52	35.22	42.26
Nettleton Parish Council	11.31	13.20	15.08	16.97	20.74	24.51	28.28	33.94
Newton Toney Parish Council	53.51	62.42	71.34	80.26	98.10	115.93	133.77	160.52
North Bradley Parish Council	13.53	15.78	18.04	20.29	24.80	29.31	33.82	40.58
North Newton Parish Council	50.96	59.45	67.95	76.44	93.43	110.41	127.40	152.88
North Wraxall Parish Council	22.37	26.09	29.82	33.55	41.01	48.46	55.92	67.10
Norton & Foxley Parish Meeting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Norton Bavant Parish Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Oaksey Parish Council	46.51	54.27	62.02	69.77	85.27	100.78	116.28	139.54
Odstock Parish Council	31.89	37.21	42.52	47.84	58.47	69.10	79.73	95.68
Ogbourne St Andrew Parish Council	13.33	15.56	17.78	20.00	24.44	28.89	33.33	40.00
Ogbourne St George Parish Council	38.41	44.81	51.21	57.61	70.41	83.21	96.02	115.22
Orcheston Parish Council	13.82	16.12	18.43	20.73	25.34	29.94	34.55	41.46
Patney Parish Council	9.89	11.54	13.19	14.84	18.14	21.44	24.73	29.68
Pewsey Parish Council	43.55	50.81	58.07	65.33	79.85	94.37	108.88	130.66
Pitton & Farley Parish Council	19.71	22.99	26.28	29.56	36.13	42.70	49.27	59.12
Potterne Parish Council	29.15	34.00	38.86	43.72	53.44	63.15	72.87	87.44
Poulshot Parish Council	52.13	60.81	69.50	78.19	95.57	112.94	130.32	156.38
Preshute Parish Council	31.65	36.93	42.20	47.48	58.03	68.58	79.13	94.96
Purton Parish Council	81.89	95.53	109.18	122.83	150.13	177.42	204.72	245.66
Quidhampton Parish Council	39.33	45.88	52.44	58.99	72.10	85.21	98.32	117.98
Ramsbury Parish Council	36.69	42.81	48.92	55.04	67.27	79.50	91.73	110.08
Redlynch Parish Council	25.62	29.89	34.16	38.43	46.97	55.51	64.05	76.86
Rowde Parish Council	47.05	54.90	62.74	70.58	86.26	101.95	117.63	141.16

Wiltshire Council - Council Tax Banding Schedule by Authority 2019/2020

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Dorset & Wiltshire Fire and Rescue Authority	49.91	58.23	66.55	74.87	91.51	108.15	124.78	149.74
Town & Parish Council (Average)	77.78	90.74	103.71	116.67	142.60	168.52	194.45	233.34
Total	1,236.45	1,442.52	1,648.61	1,854.68	2,266.84	2,678.99	3,091.13	3,709.36

Council Tax Charge by band per Parish/Town Council								
Royal Wootton Bassett Town Council	136.54	159.30	182.05	204.81	250.32	295.84	341.35	409.62
Rushall Parish Council	53.93	62.91	71.90	80.89	98.87	116.84	134.82	161.78
Salisbury City Council	138.67	161.78	184.89	208.00	254.22	300.44	346.67	416.00
Savernake Parish Council	6.27	7.31	8.36	9.40	11.49	13.58	15.67	18.80
Seagry Parish Council	57.73	67.36	76.98	86.60	105.84	125.09	144.33	173.20
Sedgehill & Semley Parish Council	22.94	26.76	30.59	34.41	42.06	49.70	57.35	68.82
Seend Parish Council	24.85	28.99	33.13	37.27	45.55	53.83	62.12	74.54
Semington Parish Council	22.47	26.21	29.96	33.70	41.19	48.68	56.17	67.40
Shalbourne Parish Council	17.23	20.11	22.98	25.85	31.59	37.34	43.08	51.70
Sherrington Parish Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sherston Parish Council	31.99	37.32	42.65	47.98	58.64	69.30	79.97	95.96
Shrewton Parish Council	17.32	20.21	23.09	25.98	31.75	37.53	43.30	51.96
Sopworth Parish Council	4.87	5.68	6.49	7.30	8.92	10.54	12.17	14.60
South Newton Parish Council	17.07	19.91	22.76	25.60	31.29	36.98	42.67	51.20
South Wraxall Parish Council	11.73	13.69	15.64	17.60	21.51	25.42	29.33	35.20
Southwick Parish Council	19.37	22.59	25.82	29.05	35.51	41.96	48.42	58.10
St Paul Without	10.38	12.11	13.84	15.57	19.03	22.49	25.95	31.14
Stanton St Bernard Parish Council	29.16	34.02	38.88	43.74	53.46	63.18	72.90	87.48
Stanton St Quintin Parish Council	18.77	21.90	25.03	28.16	34.42	40.68	46.93	56.32
Stapleford Parish Council	27.84	32.48	37.12	41.76	51.04	60.32	69.60	83.52
Staverton Parish Council	23.28	27.16	31.04	34.92	42.68	50.44	58.20	69.84
Steeple Ashton Parish Council	33.86	39.50	45.15	50.79	62.08	73.36	84.65	101.58
Steeple Langford Parish Council	13.69	15.97	18.25	20.53	25.09	29.65	34.22	41.06
Stert Parish Council	12.09	14.10	16.12	18.13	22.16	26.19	30.22	36.26
Stockton Parish Council	2.68	3.13	3.57	4.02	4.91	5.81	6.70	8.04
Stourton Parish Council	15.62	18.22	20.83	23.43	28.64	33.84	39.05	46.86
Stratford Tony Parish Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sutton Benger Parish Council	14.78	17.24	19.71	22.17	27.10	32.02	36.95	44.34
Sutton Mandeville Parish Council	7.86	9.17	10.48	11.79	14.41	17.03	19.65	23.58
Sutton Veny Parish Council	26.44	30.85	35.25	39.66	48.47	57.29	66.10	79.32
Swallowcliffe Parish Council	39.44	46.01	52.59	59.16	72.31	85.45	98.60	118.32
Teffont Parish Council	33.91	39.56	45.21	50.86	62.16	73.46	84.77	101.72
Tidcombe & Fosbury Parish Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tidworth Town Council	99.13	115.66	132.18	148.70	181.74	214.79	247.83	297.40
Tilshead Parish Council	36.73	42.85	48.97	55.09	67.33	79.57	91.82	110.18
Tisbury Parish Council	67.85	79.15	90.46	101.77	124.39	147.00	169.62	203.54
Tockenham Parish Council	39.25	45.80	52.34	58.88	71.96	85.05	98.13	117.76
Tollard Royal Parish Council	49.28	57.49	65.71	73.92	90.35	106.77	123.20	147.84
Trowbridge Town Council	102.65	119.76	136.87	153.98	188.20	222.42	256.63	307.96
Upavon Parish Council	32.53	37.95	43.37	48.79	59.63	70.47	81.32	97.58
Upper Deverills Parish Council	32.41	37.81	43.21	48.61	59.41	70.21	81.02	97.22
Upton Lovell Parish Council	23.12	26.97	30.83	34.68	42.39	50.09	57.80	69.36
Upton Scudamore Parish Council	16.85	19.66	22.47	25.28	30.90	36.52	42.13	50.56
Urchfont Parish Council	61.03	71.21	81.38	91.55	111.89	132.24	152.58	183.10
Warminster Town Council	85.31	99.52	113.74	127.96	156.40	184.83	213.27	255.92
West Ashton Parish Council	20.66	24.10	27.55	30.99	37.88	44.76	51.65	61.98
West Dean Parish Council	60.53	70.61	80.70	90.79	110.97	131.14	151.32	181.58
West Knoyle Parish Council	43.08	50.26	57.44	64.62	78.98	93.34	107.70	129.24

Wiltshire Council - Council Tax Banding Schedule by Authority 2019/2020

Council Tax Schedule 2019/2020	Band A (£)	Band B (£)	Band C (£)	Band D (£)	Band E (£)	Band F (£)	Band G (£)	Band H (£)
Wiltshire Council (inclusive of Adult Social Care Levy)	971.25	1,133.12	1,295.00	1,456.87	1,780.62	2,104.37	2,428.12	2,913.74
Office of the Police & Crime Commissioner for Wiltshire & Swindon	137.51	160.43	183.35	206.27	252.11	297.95	343.78	412.54
Dorset & Wiltshire Fire and Rescue Authority	49.91	58.23	66.55	74.87	91.51	108.15	124.78	149.74
Town & Parish Council (Average)	77.78	90.74	103.71	116.67	142.60	168.52	194.45	233.34
Total	1,236.45	1,442.52	1,648.61	1,854.68	2,266.84	2,678.99	3,091.13	3,709.36

Council Tax Charge by band per Parish/Town Council								
West Lavington Parish Council	43.66	50.94	58.21	65.49	80.04	94.60	109.15	130.98
West Tisbury Parish Council	23.55	27.47	31.40	35.32	43.17	51.02	58.87	70.64
Westbury Town Council	88.62	103.39	118.16	132.93	162.47	192.01	221.55	265.86
Westwood Parish Council	35.12	40.97	46.83	52.68	64.39	76.09	87.80	105.36
Whiteparish Parish Council	28.26	32.97	37.68	42.39	51.81	61.23	70.65	84.78
Wilcot & Huish Parish Council	17.44	20.35	23.25	26.16	31.97	37.79	43.60	52.32
Wilsford-cum-Lake Parish Council	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Wilton Town Council	92.04	107.38	122.72	138.06	168.74	199.42	230.10	276.12
Wingfield Parish Council	55.60	64.87	74.13	83.40	101.93	120.47	139.00	166.80
Winsley Parish Council	19.33	22.56	25.78	29.00	35.44	41.89	48.33	58.00
Winterbourne Parish Council	28.84	33.65	38.45	43.26	52.87	62.49	72.10	86.52
Winterbourne Stoke Parish Council	71.51	83.42	95.34	107.26	131.10	154.93	178.77	214.52
Winterslow Parish Council	46.75	54.55	62.34	70.13	85.71	101.30	116.88	140.26
Woodborough Parish Council	29.23	34.10	38.97	43.84	53.58	63.32	73.07	87.68
Woodford Parish Council	18.72	21.84	24.96	28.08	34.32	40.56	46.80	56.16
Wootton Rivers Parish Council	16.04	18.71	21.39	24.06	29.41	34.75	40.10	48.12
Worton Parish Council	25.41	29.64	33.88	38.11	46.58	55.05	63.52	76.22
Wylve Parish Council	16.81	19.61	22.41	25.21	30.81	36.41	42.02	50.42
Yatton Keynell Parish Council	25.39	29.62	33.85	38.08	46.54	55.00	63.47	76.16
Zeals Parish Council	11.97	13.96	15.96	17.95	21.94	25.93	29.92	35.90

Wiltshire Council - Town & Parish Precepts 2019/2020

Parish/Town Council	2018/2019			2019/2020			C Tax
	Tax Base	Precept (£)	Council Tax Band D (£)	Tax Base	Precept (£)	Council Tax Band D (£)	Increase/ (Decrease)
Aldbourn Parish Council	792.78	32,000.00	40.36	791.83	34,000.00	42.94	6.39%
Alderbury Parish Council	949.63	47,453.01	49.97	958.10	47,876.26	49.97	0.00%
All Cannings Parish Council	273.98	15,525.00	56.66	275.75	15,798.00	57.29	1.11%
Allington Parish Council	217.54	9,450.00	43.44	209.61	9,660.00	46.09	6.10%
Alton Parish Council	110.62	5,000.00	45.20	111.67	5,000.00	44.77	(0.95%)
Alvediston Parish Meeting	46.67	0.00	0.00	47.60	0.00	0.00	0.00%
Amesbury Town Council	4,081.27	360,000.00	88.21	4,201.92	412,066.00	98.07	11.18%
Ansty Parish Council	73.91	2,000.00	27.06	73.98	2,100.00	28.39	4.92%
Ashton Keynes Parish Council	684.24	33,650.00	49.18	685.09	33,650.00	49.12	(0.12%)
Atworth Parish Council	493.74	28,573.00	57.87	492.85	28,521.00	57.87	0.00%
Avebury Parish Council	224.33	12,100.00	53.94	218.57	12,700.00	58.10	7.71%
Barford St Martin Parish Council	203.11	9,000.00	44.31	208.49	9,270.00	44.46	0.34%
Baydon Parish Council	296.15	17,500.00	59.09	300.49	17,000.00	56.57	(4.26%)
Beechingstoke Parish Council	63.41	0.00	0.00	67.15	0.00	0.00	0.00%
Berwick Bassett & W/Bourne Monkton Parish Council	91.70	4,475.00	48.80	91.46	4,500.00	49.20	0.82%
Berwick St James Parish Council	80.75	1,250.00	15.48	82.88	2,000.00	24.13	55.88%
Berwick St John Parish Council	132.40	7,000.00	52.87	135.81	7,300.00	53.75	1.66%
Berwick St Leonard Parish Council	15.46	0.00	0.00	15.10	0.00	0.00	0.00%
Biddestone Parish Council	262.79	8,080.00	30.75	257.59	8,330.00	32.34	5.17%
Bishops Cannings Parish Council	1,124.79	58,489.00	52.00	1,194.94	58,145.00	48.66	(6.42%)
Bishopstone Parish Council	276.89	7,705.00	27.83	276.74	8,860.00	32.02	15.06%
Bishopstrow Parish Council	72.00	1,400.00	19.44	71.86	1,400.00	19.48	0.21%
Bowerchalke Parish Council	175.46	5,400.00	30.78	178.65	5,400.00	30.23	(1.79%)
Box Parish Council	1,672.13	136,561.00	81.67	1,691.93	150,346.00	88.86	8.80%
Boyton Parish Council	85.53	1,397.50	16.34	87.13	1,397.50	16.04	(1.84%)
Bradford On Avon Town Council	3,953.66	689,590.00	174.42	4,015.37	744,390.00	185.39	6.29%
Bratton Parish Council	497.45	35,357.00	71.08	500.65	35,581.00	71.07	(0.01%)
Braydon Parish Council	30.72	0.00	0.00	30.79	0.00	0.00	0.00%
Bremhill Parish Council	458.57	8,000.00	17.45	466.79	8,950.00	19.17	9.86%
Brinkworth Parish Council	620.19	24,357.96	39.27	626.90	25,358.11	40.45	3.00%
Britford Parish Council	166.43	2,650.00	15.92	168.41	2,650.00	15.74	(1.13%)
Broad Hinton & W/Bourne Bassett Parish Council	389.69	6,145.41	15.77	394.09	6,400.02	16.24	2.98%
Broad Town Parish Council	266.32	8,490.00	31.88	270.58	9,868.00	36.47	14.40%
Broadchalke Parish Council	319.30	6,800.00	21.30	322.18	6,950.00	21.57	1.27%
Brokenborough Parish Council	100.00	1,532.00	15.32	100.68	1,608.60	15.98	4.31%
Bromham Parish Council	767.40	39,000.00	50.82	776.01	39,000.00	50.26	(1.10%)
Broughton Gifford Parish Council	348.04	11,385.00	32.71	362.72	12,800.00	35.29	7.89%
Bulford Parish Council	1,186.59	48,152.61	40.58	1,316.79	57,079.32	43.35	6.83%
Bulkington Parish Council	117.71	4,850.00	41.20	117.41	4,837.00	41.20	0.00%
Burbage Parish Council	828.25	30,466.00	36.78	838.51	30,335.00	36.18	(1.63%)
Burcombe Parish Council	62.55	3,000.00	47.96	64.46	3,091.00	47.95	(0.02%)
Buttermere Parish Council	30.92	0.00	0.00	31.60	0.00	0.00	0.00%
Calne Town Council	5,785.47	1,216,742.00	210.31	6,055.49	1,273,530.00	210.31	0.00%
Calne Without Parish Council	1,262.54	10,000.00	7.92	1,335.57	24,000.00	17.97	126.89%
Castle Combe Parish Council	174.68	5,250.00	30.05	172.85	5,500.00	31.82	5.89%
Chapmanslade Parish Council	309.62	5,300.00	17.12	315.08	5,600.00	17.77	3.80%
Charlton Parish Council	238.17	7,200.00	30.23	237.70	8,500.00	35.76	18.29%
Charlton St Peter & Wilsford Parish Council	83.60	1,350.00	16.15	83.49	1,350.00	16.17	0.12%
Cherhill Parish Council	354.03	7,500.00	21.18	354.01	8,000.00	22.60	6.70%
Cheverell Magna (Great Cheverell) Parish Council	246.96	9,919.00	40.16	245.54	10,118.00	41.21	2.61%

Wiltshire Council - Town & Parish Precepts 2019/2020

Parish/Town Council	2018/2019			2019/2020			C Tax Increase/ (Decrease)
	Tax Base	Precept (£)	Council Tax Band D (£)	Tax Base	Precept (£)	Council Tax Band D (£)	
Chicklade Parish Council	40.20	0.00	0.00	39.49	0.00	0.00	0.00%
Chilmark Parish Council	241.84	7,750.00	32.05	243.57	8,250.00	33.87	5.68%

Wiltshire Council - Town & Parish Precepts 2019/2020

Parish/Town Council	2018/2019			2019/2020			C Tax
	Tax Base	Precept (£)	Council Tax Band D (£)	Tax Base	Precept (£)	Council Tax Band D (£)	Increase/ (Decrease)
Chilton Foliat Parish Council	189.71	7,000.00	36.90	194.55	7,154.00	36.77	(0.35%)
Chippenham Town Council	12,090.23	2,106,118.00	174.20	12,305.39	2,948,550.00	239.61	37.55%
Chippenham Without Parish Council	98.45	8,000.00	81.26	92.47	9,000.00	97.33	19.78%
Chirton Parish Council	178.32	10,374.66	58.18	177.46	12,000.00	67.62	16.23%
Chitterne Parish Council	135.63	8,095.70	59.69	137.92	9,800.00	71.06	19.05%
Cholderton Parish Council	89.51	4,475.50	50.00	90.24	4,512.00	50.00	0.00%
Christian Malford Parish Council	351.05	10,320.87	29.40	354.47	12,232.24	34.51	17.38%
Chute Forest Parish Council	88.36	4,858.00	54.98	91.98	4,782.00	51.99	(5.44%)
Chute Parish Council	171.33	7,982.00	46.59	170.70	7,900.00	46.28	(0.67%)
Clarendon Park Parish Council	129.49	0.00	0.00	127.25	2,000.00	15.72	n/a
Clyffe Pypard Parish Council	148.59	3,000.00	20.19	150.91	3,000.00	19.88	(1.54%)
Codford Parish Council	351.24	16,638.00	47.37	351.54	16,358.00	46.53	(1.77%)
Colerne Parish Council	948.95	55,500.64	58.49	956.33	59,839.65	62.57	6.98%
Collingbourne Ducis Parish Council	381.68	21,496.22	56.32	383.09	22,073.65	57.62	2.31%
Collingbourne Kingston Parish Council	218.54	10,271.00	47.00	223.98	13,500.00	60.27	28.23%
Compton Bassett Parish Council	113.16	5,000.00	44.19	116.79	5,000.00	42.81	(3.12%)
Compton Chamberlayne Parish Council	60.26	2,650.00	43.98	61.50	2,650.00	43.09	(2.02%)
Coombe Bissett Parish Council	363.06	11,000.00	30.30	363.58	11,000.00	30.25	(0.17%)
Corsham Town Council	4,732.89	726,604.00	153.52	4,882.59	823,900.00	168.74	9.91%
Corsley Parish Council	354.12	9,275.37	26.19	356.50	9,553.63	26.80	2.33%
Coulston Parish Council	81.60	3,008.09	36.86	81.08	3,078.61	37.97	3.01%
Cricklade Town Council	1,553.83	288,190.00	185.47	1,561.21	307,129.00	196.72	6.07%
Crudwell Parish Council	527.59	15,716.91	29.79	525.89	15,666.26	29.79	0.00%
Dauntsey Parish Council	260.13	16,000.00	61.51	260.40	18,000.00	69.12	12.37%
Devizes Town Council	5,786.76	889,834.00	153.77	5,852.41	924,185.00	157.92	2.70%
Dilton Marsh Parish Council	701.78	29,000.00	41.32	722.87	29,394.00	40.66	(1.60%)
Dinton Parish Council	301.89	10,700.00	35.44	308.99	11,700.00	37.87	6.86%
Donhead St Andrew Parish Council	249.94	8,000.00	32.01	253.71	9,000.00	35.47	10.81%
Donhead St Mary Parish Council	472.59	15,200.00	32.16	476.28	15,352.00	32.23	0.22%
Downton Parish Council	1,335.54	107,527.27	80.51	1,394.39	112,247.66	80.50	(0.01%)
Durnford Parish Council	182.64	3,159.67	17.30	184.33	3,159.67	17.14	(0.92%)
Durrington Town Council	2,177.10	118,020.59	54.21	2,366.04	139,000.00	58.75	8.37%
East Kennett Parish Council	52.85	0.00	0.00	53.29	0.00	0.00	0.00%
East Knoyle Parish Council	347.02	9,975.00	28.74	346.73	9,975.00	28.77	0.10%
Easterton Parish Council	244.23	15,745.00	64.47	240.77	15,745.00	65.39	1.43%
Easton Grey Parish Council	43.94	200.00	4.55	44.33	200.00	4.51	(0.88%)
Easton Royal Parish Council	137.07	6,150.00	44.87	141.02	6,500.00	46.09	2.72%
Ebbesbourne Wake Parish Council	106.64	3,500.00	32.82	107.35	3,500.00	32.60	(0.67%)
Edington Parish Council	326.89	9,500.00	29.06	326.45	10,000.00	30.63	5.40%
Enford Parish Council	260.88	15,105.00	57.90	260.71	16,090.00	61.72	6.60%
Erlestoke Parish Council	91.33	6,805.00	74.51	91.62	6,805.00	74.27	(0.32%)
Etchilhampton Parish Council	72.38	3,000.00	41.45	71.86	3,250.00	45.23	9.12%
Everleigh Parish Council	94.27	3,602.88	38.22	94.09	3,673.86	39.05	2.17%
Figheldean Parish Council	231.99	18,190.00	78.41	231.97	19,098.09	82.33	5.00%
Firsdown Parish Council	276.49	13,500.00	48.83	277.04	15,240.00	55.01	12.66%
Fittleton Parish Council	110.17	5,655.00	51.33	113.11	6,288.00	55.59	8.30%
Fonthill Bishop Parish Council	45.09	0.00	0.00	44.89	0.00	0.00	0.00%
Fonthill Gifford Parish Council	59.98	2,000.00	33.34	63.02	2,000.00	31.74	(4.80%)
Fovant Parish Council	336.60	9,850.00	29.26	336.45	9,850.00	29.28	0.07%
Froxfield Parish Council	148.11	7,500.00	50.64	148.56	7,500.00	50.48	(0.32%)

Wiltshire Council - Town & Parish Precepts 2019/2020

Parish/Town Council	2018/2019			2019/2020			C Tax Increase/ (Decrease)
	Tax Base	Precept (£)	Council Tax Band D (£)	Tax Base	Precept (£)	Council Tax Band D (£)	
Fyfield & West Overton Parish Council	404.10	9,957.86	24.64	406.87	15,000.00	36.87	49.63%

Wiltshire Council - Town & Parish Precepts 2019/2020

Parish/Town Council	2018/2019			2019/2020			C Tax Increase/ (Decrease)
	Tax Base	Precept (£)	Council Tax Band D (£)	Tax Base	Precept (£)	Council Tax Band D (£)	
Grafton Parish Council	341.53	8,500.00	24.89	340.72	8,500.00	24.95	0.24%
Great Bedwyn Parish Council	569.90	20,000.00	35.09	576.47	18,000.00	31.22	(11.03%)
Great Hinton Parish Council	105.54	3,000.00	28.43	101.88	3,000.00	29.45	3.59%
Great Somerford Parish Council	376.03	8,118.49	21.59	382.54	9,000.00	23.53	8.99%
Great Wishford Parish Council	138.50	4,500.00	32.49	138.18	4,500.00	32.57	0.25%
Grimstead Parish Council	280.81	12,000.00	42.73	278.92	10,000.00	35.85	(16.10%)
Grittleton Parish Council	284.14	3,934.00	13.85	285.64	3,957.00	13.85	0.00%
Ham Parish Council	110.45	1,500.00	13.58	109.42	1,500.00	13.71	0.96%
Hankerton Parish Council	155.40	4,100.00	26.38	154.67	4,100.00	26.51	0.49%
Heddington Parish Council	195.24	4,538.00	23.24	197.08	5,000.00	25.37	9.17%
Heytesbury & Knook Parish Council	347.69	9,050.00	26.03	349.22	11,817.60	33.84	30.00%
Heywood Parish Council	309.42	5,025.00	16.24	311.02	5,610.00	18.04	11.08%
Hilmarton Parish Council	310.74	8,000.00	25.74	308.53	8,000.00	25.93	0.74%
Hilperton Parish Council	1,597.00	22,805.00	14.28	1,619.24	23,122.00	14.28	0.00%
Hindon Parish Council	236.93	12,000.00	50.65	238.08	14,000.00	58.80	16.09%
Holt Parish Council	682.11	20,938.00	30.70	676.95	25,200.00	37.23	21.27%
Horningsham Parish Council	169.73	13,865.40	81.69	169.97	15,303.45	90.04	10.22%
Hullavington Parish Council	494.95	20,500.50	41.42	497.21	21,120.00	42.48	2.56%
Idmiston Parish Council	904.40	30,170.78	33.36	902.01	39,254.00	43.52	30.46%
Keevil Parish Council	227.86	6,553.25	28.76	227.81	6,683.00	29.34	2.02%
Kilminster Parish Council	136.00	6,600.55	48.53	137.18	6,819.00	49.71	2.43%
Kington Langley Parish Council	367.84	19,806.00	53.84	379.52	20,796.00	54.80	1.78%
Kington St Michael Parish Council	323.36	23,207.28	71.77	326.36	26,752.28	81.97	14.21%
Lacock Parish Council	501.67	17,689.00	35.26	504.67	17,824.00	35.32	0.17%
Landford Parish Council	968.35	49,000.00	50.60	967.68	50,000.00	51.67	2.11%
Langley Burrell Parish Council	180.79	12,300.00	68.03	184.13	13,200.00	71.69	5.38%
Latton Parish Council	241.27	8,334.00	34.54	248.84	9,453.43	37.99	9.99%
Laverstock & Ford Parish Council	3,606.07	126,543.00	35.09	3,686.75	177,963.00	48.27	37.56%
Lea & Cleverton Parish Council	412.35	11,160.00	27.06	414.70	12,336.00	29.75	9.94%
Leigh Parish Council	144.45	3,979.99	27.55	147.26	4,179.00	28.38	3.01%
Limpley Stoke Parish Council	303.25	20,354.00	67.12	305.32	21,311.00	69.80	3.99%
Little Bedwyn Parish Council	133.32	3,095.00	23.21	134.13	3,095.00	23.07	(0.60%)
Little Cheverell Parish Council	81.20	2,500.00	30.79	83.08	2,500.00	30.09	(2.27%)
Little Somerford Parish Council	182.46	8,500.00	46.59	186.20	9,000.00	48.34	3.76%
Longbridge Deverill Parish Council	395.33	7,434.00	18.80	396.26	7,800.00	19.68	4.68%
Luckington Parish Council	302.49	9,071.68	29.99	304.73	9,162.39	30.07	0.27%
Ludgershall Town Council	1,468.39	148,263.00	100.97	1,547.74	161,964.00	104.65	3.64%
Lydiard Millicent Parish Council	761.49	51,010.00	66.99	769.00	52,800.00	68.66	2.49%
Lydiard Tregoze Parish Council	217.80	7,500.00	34.44	221.09	7,500.00	33.92	(1.51%)
Lyneham & Bradenstoke Parish Council	1,502.69	46,943.00	31.24	1,534.43	42,063.00	27.41	(12.26%)
Maiden Bradley Parish Council	132.77	15,730.08	118.48	133.37	17,056.37	127.89	7.94%
Malmesbury Town Council	2,120.98	423,156.71	199.51	2,196.04	451,264.26	205.49	3.00%
Manningford Parish Council	196.44	6,300.00	32.07	194.65	6,400.00	32.88	2.53%
Marden Parish Council	54.39	1,500.00	27.58	56.77	2,000.00	35.23	27.74%
Market Lavington Parish Council	762.91	50,909.00	66.73	768.64	56,370.00	73.34	9.91%
Marlborough Town Council	3,332.16	626,331.00	187.97	3,432.93	669,875.00	195.13	3.81%
Marston Meysey Parish Council	112.19	3,302.87	29.44	113.52	3,508.90	30.91	4.99%
Marston Parish Council	76.91	2,000.00	26.00	76.88	2,000.00	26.01	0.04%
Melksham Town Council	5,425.19	763,750.00	140.78	5,517.70	844,910.00	153.13	8.77%
Melksham Without Parish Council	2,535.46	190,091.74	74.97	2,656.84	201,108.10	75.69	0.96%

Wiltshire Council - Town & Parish Precepts 2019/2020

Parish/Town Council	2018/2019			2019/2020			C Tax Increase/ (Decrease)
	Tax Base	Precept (£)	Council Tax Band D (£)	Tax Base	Precept (£)	Council Tax Band D (£)	
Mere Parish Council	1,162.87	137,206.66	117.99	1,169.96	146,206.38	124.97	5.92%

Wiltshire Council - Town & Parish Precepts 2019/2020

Parish/Town Council	2018/2019			2019/2020			C Tax Increase/ (Decrease)
	Tax Base	Precept (£)	Council Tax Band D (£)	Tax Base	Precept (£)	Council Tax Band D (£)	
Mildenhall Parish Council	215.45	22,000.00	102.11	218.84	22,000.00	100.53	(1.55%)
Milston Parish Council	54.90	900.00	16.39	55.03	900.00	16.35	(0.24%)
Milton Lilbourne Parish Council	272.29	12,500.00	45.91	270.04	12,770.19	47.29	3.01%
Minety Parish Council	698.16	15,740.00	22.54	700.29	17,000.00	24.28	7.72%
Monkton Farleigh Parish Council	182.43	5,700.00	31.24	180.65	6,200.00	34.32	9.86%
Netheravon Parish Council	381.71	24,816.00	65.01	380.26	26,949.00	70.87	9.01%
Netherhampton Parish Council	67.42	1,425.00	21.14	68.85	1,455.00	21.13	(0.05%)
Nettleton Parish Council	347.22	6,000.00	17.28	353.49	6,000.00	16.97	(1.79%)
Newton Toney Parish Council	168.94	12,439.80	73.63	169.95	13,640.00	80.26	9.00%
North Bradley Parish Council	683.04	13,586.00	19.89	688.67	13,975.00	20.29	2.01%
North Newnton Parish Council	200.78	15,265.00	76.03	202.78	15,500.00	76.44	0.54%
North Wraxall Parish Council	215.35	6,288.77	29.20	218.21	7,320.20	33.55	14.90%
Norton & Foxley Parish Meeting	66.93	0.00	0.00	64.41	0.00	0.00	0.00%
Norton Bavant Parish Council	57.56	0.00	0.00	57.69	0.00	0.00	0.00%
Oaksey Parish Council	248.65	17,000.00	68.37	249.74	17,425.00	69.77	2.05%
Odstock Parish Council	251.74	12,060.00	47.91	252.11	12,060.00	47.84	(0.15%)
Ogbourne St Andrew Parish Council	192.31	3,846.20	20.00	192.20	3,844.00	20.00	0.00%
Ogbourne St George Parish Council	231.52	11,989.00	51.78	231.38	13,330.75	57.61	11.26%
Orcheston Parish Council	107.12	2,250.00	21.00	108.54	2,250.00	20.73	(1.29%)
Patney Parish Council	65.14	4,000.00	61.41	67.37	1,000.00	14.84	(75.83%)
Pewsey Parish Council	1,541.34	97,000.00	62.93	1,558.95	101,850.00	65.33	3.81%
Pitton & Farley Parish Council	366.79	14,500.00	39.53	372.10	11,000.00	29.56	(25.22%)
Potterne Parish Council	593.91	26,620.00	44.82	595.01	26,011.00	43.72	(2.45%)
Poulshot Parish Council	156.01	12,277.00	78.69	157.02	12,277.00	78.19	(0.64%)
Preshute Parish Council	83.88	4,000.00	47.69	84.24	4,000.00	47.48	(0.44%)
Purton Parish Council	2,286.66	255,328.46	111.66	2,437.65	299,416.55	122.83	10.00%
Quidhampton Parish Council	155.16	9,210.00	59.36	156.14	9,210.00	58.99	(0.62%)
Ramsbury Parish Council	944.56	51,015.00	54.01	944.85	52,000.00	55.04	1.91%
Redlynch Parish Council	1,187.45	45,633.70	38.43	1,188.15	45,660.60	38.43	0.00%
Rowde Parish Council	496.76	34,544.69	69.54	496.95	35,074.73	70.58	1.50%
Royal Wootton Bassett Town Council	4,700.54	939,215.00	199.81	4,755.75	974,025.00	204.81	2.50%
Rushall Parish Council	74.71	5,283.80	70.72	75.42	6,101.00	80.89	14.38%
Salisbury City Council	14,492.10	3,014,336.00	208.00	14,501.07	3,016,222.00	208.00	0.00%
Savernake Parish Council	136.66	1,250.00	9.15	137.02	1,288.00	9.40	2.73%
Seagry Parish Council	167.91	14,000.00	83.38	173.22	15,000.00	86.60	3.86%
Sedgehill & Semley Parish Council	290.24	9,000.00	31.01	290.58	10,000.00	34.41	10.96%
Seend Parish Council	528.26	17,895.00	33.88	536.92	20,013.00	37.27	10.01%
Semington Parish Council	387.57	12,750.00	32.90	385.73	13,000.00	33.70	2.43%
Shalbourne Parish Council	331.38	8,000.00	24.14	328.80	8,500.00	25.85	7.08%
Sherrington Parish Council	34.01	0.00	0.00	35.99	0.00	0.00	0.00%
Sherston Parish Council	725.53	31,472.62	43.38	725.78	34,825.00	47.98	10.60%
Shrewton Parish Council	767.58	30,780.00	40.10	769.92	20,000.00	25.98	(35.21%)
Sopworth Parish Council	68.43	500.00	7.31	68.49	500.00	7.30	(0.14%)
South Newton Parish Council	227.83	5,071.50	22.26	229.52	5,875.71	25.60	15.00%
South Wraxall Parish Council	228.04	3,500.00	15.35	227.31	4,000.00	17.60	14.66%
Southwick Parish Council	743.16	22,000.00	29.60	757.40	22,000.00	29.05	(1.86%)
St Paul Without	1,018.53	14,412.20	14.15	1,026.91	15,988.99	15.57	10.04%
Stanton St Bernard Parish Council	85.08	3,640.00	42.78	83.22	3,640.00	43.74	2.24%
Stanton St Quintin Parish Council	261.63	6,000.00	22.93	266.38	7,500.00	28.16	22.81%
Stapleford Parish Council	146.24	6,000.00	41.03	143.68	6,000.00	41.76	1.78%

Wiltshire Council - Town & Parish Precepts 2019/2020

Parish/Town Council	2018/2019			2019/2020			C Tax
	Tax Base	Precept (£)	Council Tax Band D (£)	Tax Base	Precept (£)	Council Tax Band D (£)	Increase/ (Decrease)
Staverton Parish Council	689.04	22,696.97	32.94	687.70	24,012.00	34.92	6.01%
Steeple Ashton Parish Council	436.94	21,755.24	49.79	444.72	22,587.33	50.79	2.01%
Steeple Langford Parish Council	241.43	5,000.00	20.71	243.53	5,000.00	20.53	(0.87%)
Stert Parish Council	92.47	915.05	9.90	93.78	1,700.00	18.13	83.13%
Stockton Parish Council	86.56	700.00	8.09	87.08	350.00	4.02	(50.31%)
Stourton Parish Council	97.76	2,365.00	24.19	100.96	2,365.00	23.43	(3.14%)
Stratford Tony Parish Council	32.32	0.00	0.00	32.83	0.00	0.00	0.00%
Sutton Benger Parish Council	542.54	11,453.02	21.11	545.85	12,101.49	22.17	5.02%
Sutton Mandeville Parish Council	136.33	1,300.00	9.54	135.74	1,600.00	11.79	23.58%
Sutton Veny Parish Council	319.87	12,686.04	39.66	320.72	12,719.76	39.66	0.00%
Swallowcliffe Parish Council	108.79	6,811.00	62.61	106.37	6,293.00	59.16	(5.51%)
Teffont Parish Council	153.30	7,463.00	48.68	149.66	7,612.26	50.86	4.48%
Tidcombe & Fosbury Parish Council	56.76	0.00	0.00	57.99	0.00	0.00	0.00%
Tidworth Town Council	2,490.91	337,000.00	135.29	2,750.51	409,000.00	148.70	9.91%
Tilshead Parish Council	134.79	6,300.00	46.74	131.43	7,240.00	55.09	17.86%
Tisbury Parish Council	974.35	89,840.00	92.21	960.90	97,795.00	101.77	10.37%
Tockenham Parish Council	118.46	6,000.00	50.65	118.88	7,000.00	58.88	16.25%
Tollard Royal Parish Council	64.40	4,761.09	73.93	63.38	4,685.00	73.92	(0.01%)
Trowbridge Town Council	11,549.55	1,720,783.00	148.99	11,673.87	1,797,593.00	153.98	3.35%
Upavon Parish Council	467.61	21,000.00	44.91	471.38	23,000.00	48.79	8.64%
Upper Deverills Parish Council	173.78	8,373.00	48.18	172.26	8,373.00	48.61	0.89%
Upton Lovell Parish Council	88.94	3,085.00	34.69	90.11	3,125.00	34.68	(0.03%)
Upton Scudamore Parish Council	140.33	3,608.00	25.71	142.72	3,608.00	25.28	(1.67%)
Urchfont Parish Council	526.40	47,244.40	89.75	537.59	49,216.36	91.55	2.01%
Warminster Town Council	6,033.98	749,012.00	124.13	6,146.54	786,483.00	127.96	3.09%
West Ashton Parish Council	233.66	6,842.00	29.28	233.94	7,250.00	30.99	5.84%
West Dean Parish Council	103.70	9,373.44	90.39	106.84	9,700.00	90.79	0.44%
West Knoyle Parish Council	67.59	4,274.92	63.25	68.09	4,400.00	64.62	2.17%
West Lavington Parish Council	468.30	30,668.00	65.49	477.63	31,281.00	65.49	0.00%
West Tisbury Parish Council	280.67	9,990.00	35.59	282.85	9,990.00	35.32	(0.76%)
Westbury Town Council	4,858.37	629,552.00	129.58	5,072.88	674,318.00	132.93	2.59%
Westwood Parish Council	482.35	24,556.00	50.91	484.09	25,500.00	52.68	3.48%
Whiteparish Parish Council	712.21	29,029.68	40.76	712.33	30,195.67	42.39	4.00%
Wilcot & Huish Parish Council	275.33	7,205.39	26.17	275.47	7,205.00	26.16	(0.04%)
Wilsford-cum-Lake Parish Council	63.61	500.00	7.86	63.64	0.00	0.00	n/a
Wilton Town Council	1,597.05	204,869.00	128.28	1,578.48	217,927.00	138.06	7.62%
Wingfield Parish Council	161.37	13,000.00	80.56	161.88	13,500.00	83.40	3.53%
Winsley Parish Council	931.16	26,000.00	27.92	930.90	27,000.00	29.00	3.87%
Winterbourne Parish Council	571.45	24,000.00	42.00	572.11	24,750.00	43.26	3.00%
Winterbourne Stoke Parish Council	85.21	7,290.00	85.55	84.75	9,090.00	107.26	25.38%
Winterslow Parish Council	916.34	64,260.00	70.13	911.97	63,956.46	70.13	0.00%
Woodborough Parish Council	141.35	6,000.00	42.45	144.27	6,325.00	43.84	3.27%
Woodford Parish Council	233.94	6,026.29	25.76	231.36	6,496.59	28.08	9.01%
Wootton Rivers Parish Council	125.84	2,752.12	21.87	124.11	2,986.09	24.06	10.01%
Worton Parish Council	264.90	10,096.00	38.11	265.79	10,129.00	38.11	0.00%
Wylve Parish Council	213.64	5,500.00	25.74	218.13	5,500.00	25.21	(2.06%)
Yatton Keynell Parish Council	367.48	13,587.00	36.97	370.72	14,117.00	38.08	3.00%
Zeals Parish Council	276.31	5,046.00	18.26	280.78	5,041.00	17.95	(1.70%)
TOTAL / AVERAGE	182,705.43	19,804,325.09	108.39	186,013.00	21,702,097.02	116.67	7.64%

Wiltshire Council

Council

26 February 2019

Pay Policy Statement

Summary

Under section 38 of the Localism Act 2011 every local authority was required to prepare and publish a pay policy statement for the financial year 2012/13 and this must be updated in each subsequent financial year.

The statement has been updated for 2019/20 with minor revisions. This includes the council's progress on apprenticeships, information about the new pay and grading model that will apply from 1 April 2019, a change to how annual pay awards are implemented for HAY graded staff and an amendment to the redeployment policy.

In addition, the total number of council employees and the latest pay ratios has been updated.

Proposals

That Council approve the updated Pay Policy Statement set out in Appendix 1.

Reason for Proposal

The proposals set out in the report and pay policy statement reflect the council's commitment to openness and transparency, and meet the requirements of the Localism Act 2011 and the Code of Recommended Practice for Local Authorities on Data Transparency 2015.

Joanne Pitt
Director – HR&OD

Pay Policy Statement

Purpose of Report

1. This report presents the updated pay policy statement for 2019/20 which applies to all non-schools employees of Wiltshire Council, except for centrally employed teachers who are covered by the teachers' pay policy.

Background

2. Under section 38 of the Localism Act 2011 every local authority is required to update their pay policy statement each financial year.
3. Wiltshire Council published its first pay policy statement in February 2012 and is required to publish an updated policy by 1 April 2019.
4. The legislation requires that approval of the pay policy statement is sought from full council.

Main Considerations for the Council

5. The pay policy statement (appendix 1) has been updated to include:
 - A revised introduction providing an update on the council's progress with apprenticeships, as well as an overview of the new pay and grading model which has been subject to a collective agreement with the recognised trade unions and which will be implemented on 1 April 2019.
 - An amendment to cap annual pay awards for HAY graded staff in line with the NJC pay award unless market pay data identifies a significant drift or where difficulties are identified with recruitment and retention of staff at this level. This is in line with our market supplements policy.
 - A change to the redeployment procedure to include in exceptional circumstances, where there is a national shortage of skills and experience in a particular role, employees may be redeployed to a role more than one grade lower than their current role. This would be authorised by the Director HR&OD.
 - An updated total number of council employees, and the latest pay ratios.
6. The current ratio of lowest paid to highest paid employee within the council is 9.4:1 and is lower than last year at 10.1:1 which reflects the increase in pay

rates at the lower end of the pay scale due to increases in the national living wage.

7. The Code of Data Transparency 2015 requires the ratio of median salary to the highest paid employee to be published for every local authority. This is currently 6.1:1 which compares favourably with other councils in the south west.
8. At its meeting on 9 January 2019 Staffing Policy Committee approved the pay policy statement and recommended it be put forward for approval by Council.

Environmental and climate change considerations

9. No environmental and climate change considerations have been identified.

Equalities Impact of the Proposal

10. The pay policy statement was equality impact assessed on 1st February 2012 and no negative impacts were identified. No significant changes have been made requiring a further assessment for 2019/20.

Risk Assessment

11. The council is required to publish their pay policy statement, in order to comply with the requirements of the Localism Act 2011.
12. The pay policy statement clearly outlines that the employment terms and allowances for senior staff are not more beneficial than those of the lowest paid staff.

Financial Implications

13. The employment policies referred to within the pay policy statement (appendix 1) are already in existence and therefore there is no additional cost.

Legal Implications

14. Legal services, upon reviewing the overriding legislation, confirm that there are no legal implications arising from the proposed pay policy statement.

Conclusions

15. The report sets out the council's pay policy statement for 2019/20 which is required by the Localism Act 2011.

Proposals

16. That Council approve the pay policy statement for 2019/20.

Reason for Proposals

17. To meet the legal duty under section 38 of the Localism Act 2011 to prepare and publish annually a pay policy statement.

Joanne Pitt
Director – HR&OD

Report Author: Amanda George, Head of HR&OD Strategic Delivery
Date of report: 26 February 2019

Appendices

Appendix 1 – Pay Policy Statement (2019/20 update)

Wiltshire Council Human Resources

Pay Policy Statement

This policy can be made available in other languages and formats such as large print and audio on [request](#).

What is it?

The pay policy statement sets out the council's approach to pay and reward for senior managers and the lowest paid employees for the financial year 2019-2020.

Its purpose is to provide a clear and transparent policy, which demonstrates accountability and value for money. The policy also meets the council's obligations under the Localism Act 2011 and the Code of Recommended Practice for Local Authorities on Data Transparency.

The pay policy is applicable to council staff and does not include schools support staff or teachers.

The pay policy statement sets out the authority's policies for council staff for the financial year relating to:

- the remuneration of chief officers
- the remuneration of the lowest-paid employees
- the relationship between the remuneration of chief officers and employees who are not chief officers.

Remuneration for the purposes of this statement includes the following elements:

- basic salary
- any other allowances arising from employment

The term "chief officer" in this instance applies to more posts than the usual council definition, and includes the following senior manager roles:

Corporate Director
Director
Head of Service
Some specialist roles

The term “lowest paid employees” refers to those employees on the lowest pay point of our grading system which is currently spinal column point 6, £16,394 per annum.

Go straight to the section:

- [Introduction](#)
- [Who does it apply to?](#)
- [When does it apply?](#)
- [What are the main points?](#)
- [The level and elements of remuneration for employees](#)
- [Remuneration on recruitment](#)
- [Increases and additions to remuneration](#)
- [The use of performance-related pay](#)
- [The use of bonuses](#)
- [The approach to the payment of employees on their ceasing to be employed by the authority](#)
- [The pension scheme](#)
- [Any other allowances arising from employment](#)
- [Governance arrangements](#)
- [The publication of and access to information relating to remuneration of chief officers](#)
- [The relationship between the remuneration of chief officers and employees who are not chief officers.](#)

Introduction

Wiltshire Council is a large and complex organisation providing a wide range of services to the community, with a current annual budget of around £328m (2018/19).

In order to deliver these services around 4,591 people work for the council (non-schools) in a variety of diverse roles such as corporate director, social worker, public protection officer and general cleaner.

The council’s ten-year business plan was published in 2017. At the heart of the business plan the vision continues to be to create stronger communities, and the plan sets out the key actions that will be taken to deliver this. The key priorities of the business plan are to grow the economy, protect the vulnerable, build strong communities and ensure the council is innovative and effective across all services.

The coming year will be challenging with the council having to find innovative ways to deliver services within strict cost parameters. It is now more important than ever to ensure the council has the right people in the right place at the right time to deliver services.

The apprenticeship levy has been in place since April 2017 and the council has been paying a levy of 0.5% of the pay bill monthly into a digital apprenticeship account which is used to fund the cost of training for apprenticeships. As well as focussing on recruiting new apprentices, the council has also used the levy to fund upskilling current employees. To date 25 new apprentices have been recruited and a further 109 employees have started apprenticeships to upskill.

The National Living Wage (NLW) is set to increase to over £9.00 by April 2020. As a result of this the national employers and trade unions have negotiated a new national pay spine which will take effect from 1 April 2019 for all staff on NJC terms and conditions. The new national pay spine will mean the erosion of spinal points at the lower end of the current pay scale to take account of the increases to the NLW, and will mean that some spinal column points will be combined. All staff will receive an increment on the current pay spine on 1 April 2019 (if they are entitled to one), and will then be immediately mapped to the corresponding spinal point in a new pay spine. This new pay spine forms the basis of a new pay and grading model which has been developed as a result of the changes to the new national pay spine. As a result a collective agreement has been reached with the recognised trade unions on this new model for NJC staff, and all grades (except for grade B) will have three rather than four salary increments going forward.

Who does it apply to?

This pay policy statement applies to all non-schools employees of Wiltshire Council with the exception of Centrally Employed Teachers, who are covered by the Teacher's Pay Policy.

When does it apply?

This pay policy statement was first published in February 2012 and is updated on an annual basis. It has now been updated for the financial year 2019/2020.

What are the main points?

1. This pay policy statement sets out the pay policies which apply to both the lowest paid and highest paid employees within the council.
2. In many cases the pay policies are the same for all employees. Where there are differences, these have been clearly outlined below.

The level and elements of remuneration for employees

3. In line with good employment practice the majority of jobs within the council have been evaluated using a job evaluation scheme. This is to ensure that jobs are graded fairly and equitably, and that the council complies with the Equal Pay Act.

4. A small number of jobs i.e. Youth and Community workers, centrally employed teachers and Soulbury staff are subject to national salary scales which determine the pay for each job, and therefore the evaluation schemes do not apply.
5. The council uses two job evaluation schemes in order to rank jobs.

HAY job evaluation scheme:

6. The HAY job evaluation scheme is used to evaluate senior manager jobs within the council (currently 122 employees), which include the following roles:
 - Corporate Director
 - Director
 - Head of Service
 - Strategic and technical specialists
7. Each job is assessed by a panel of three HAY trained evaluators. The evaluators consider the job against each HAY element and sub-element and apply the description and points that best fit the job being evaluated. The values awarded are subsequently added together to give a total job score.
8. The HAY Group periodically carry out quality control checks to ensure the consistency of job scores in line with the conventions of the scheme.
9. The job score determines the grade for the job. There are 6 HAY grades each currently containing a salary range over 4 spinal column points. There is currently a review of HAY grades in order to develop options that recognises technical expertise at a senior level.
10. Details of the HAY evaluation scheme, the points to grades and salary bands are contained on HR Direct.
11. The council's policy is to pay the median market rate for the jobs evaluated using the HAY job evaluation scheme, and aims to ensure that the pay scales for HAY graded posts are sensitive to labour market pressures. There can be exceptions to this where the market pay for particular roles indicates that pay above the median may be required, in which case a market supplement may be applied.
12. There are no national pay scales for senior roles so pay is a matter for local determination. Pay scales for HAY grades are determined using the HAY pay databank for the public and not for profit sector and increases are capped in line with the NJC pay award unless market pay data identifies a significant drift or where difficulties are identified with recruitment and

retention of staff at this level (this is in line with the market supplements policy).

Greater London Provincial Council job evaluation (GLPC) scheme:

13. The GLPC job evaluation scheme is used to evaluate the majority of jobs within the council.
14. Each job is assessed by a panel of three trained GLPC evaluators. The evaluators consider each job against a suite of agreed role profiles that set out the level of work required of the grade within the relevant job family.
15. The council aims to ensure that the GLPC scheme is appropriately applied and that there is continuity and consistency in the results. The evaluation process has been checked externally by job evaluation specialists in the South West Councils organisation.
16. There are eight job families each containing a set of evaluated role profiles stating the requirements at each grade.
17. For jobs evaluated using the GLPC job evaluation scheme the national pay spine determined by the National Joint Council (NJC) for Local Government Services forms the basis of the council's pay and grading model, and changes to the national pay spine are subject to annual pay negotiations.
18. In April 2019 a new nationally agreed pay spine will be implemented and staff will be mapped across from the current pay spine to a new pay spine in a new pay and grading model, which will be implemented following collective agreement with the recognised trade unions.
19. The new pay and grading model will contain 14 grades, with all grades containing three increments except for the lowest grade which has two increments.

Remuneration on recruitment

20. The same recruitment policies apply to all employees who take up a new appointment with the council, regardless of grade.
21. The council advertises all posts through the careers website, and may also employ a recruitment agency to provide a shortlist of candidates for senior manager jobs.
22. Candidates are normally appointed on the minimum salary of the grade for the post.
23. If a candidate is currently being paid above the minimum salary of the post they are applying for, the appointment may in some circumstances be on the

next increment point above their current salary, subject to the maximum salary of the grade.

24. The recruitment procedure for Corporate Director and Director posts is undertaken by the Officer Appointments Committee. This committee represents council for all Corporate Director and Director appointments. Once an appointment is proposed by the committee, cabinet is required to ratify the decision and salary level within the band before the appointment is confirmed.
25. In line with the requirements of the Localism Act 2011, all chief and senior officer jobs, including those paid over £100,000 per year, are evaluated using the HAY job evaluation scheme. The job is then allocated the appropriate existing HAY grade and pay band, and a salary offer will only be made within that pay band. There can be exceptions to this where the market pay for particular roles indicates that pay above the median may be required, in which case a market supplement may be applied.
26. Where it is necessary for any newly appointed employee to relocate more than 15 miles in order to take up an appointment the council may make a contribution towards relocation expenses.

Market supplements

27. The council has a market supplement policy which stipulates that if there are recruitment and retention difficulties for a particular post, and it is shown that the council are paying below the market rate for the job, a market supplement may be paid.
28. Market supplements are only payable to a small number of jobs which are evaluated using the GLPC or HAY schemes.
29. Where skills shortages exist in specific areas, or where despite paying at the median market rate for the role the pay rate for the role is still not sufficient to recruit and retain the skills required, a rate higher than the market median may be paid. This could be an additional increment or a percentage market supplement, and requires the authorisation of the Director, HR&OD in conjunction with the Corporate Directors.
30. The level of market supplement applied to GLPC posts is determined by analysing market data from an external source e.g. Croner Solutions.
31. The data used for assessing market supplements for HAY graded posts is the HAY pay databank for the public and not for profit sector. The HAY databank provides the market median, upper quartile and upper decile pay range for each HAY pay grade.

Salary protection

32. As a result of service redesign, employees may be redeployed to a role which is one grade lower than their current role. In this case, the employee will be in receipt of salary protection for a period of 12 months. Incremental progression and any negotiated pay award will not be applicable during the period of salary protection. Redeployment (and salary protection) is subject to the following criteria:

- transferable skills,
- knowledge of work / experience
- agreement to undertake relevant training, which may include formal qualification
- match behaviours framework and skills profile
- working hours
- location

33. In exceptional circumstances, where there is a national shortage of skills and experience in a particular role, employees may be redeployed to a role more than one grade lower than their current role. This would be authorised by the Director HR&OD.

Increases and additions to remuneration

34. The council's policy is to apply the nationally negotiated NJC pay award for GLPC graded employees which takes effect from 1st April each year and which applies to the national pay spine.

35. Most NJC employees received a pay award of 2% in April 2018, whilst those on the lower spinal points (below SCP 18) received a higher percentage increase.

36. For GLPC graded employees, increments are awarded automatically up to the maximum of the grade unless formal proceedings are taking place under the Improving Work Performance Policy. Increments are paid on the 1st April each year, or six months after the start date (if the starting date is between October and April). There is no provision for the payment of an increment at any other time, unless there are recruitment or retention difficulties.

37. The council's policy for HAY graded employees is to cap any pay award in line with the NJC pay award unless market pay data identifies a significant drift and difficulties are identified with recruitment and retention of staff at this level.

38. For HAY graded employees, incremental progression through the grade is based on satisfactory performance measured over a 12 month period. Increments are paid on 1st April each year subject to satisfactory performance, and a minimum of 6 months in post at that time. There is no

provision for the payment of an increment at any other time unless there are recruitment or retention difficulties.

39. The council also employs a small number of specialist employees covered by either Youth and Community, Teachers or Soulbury salary scales which are also negotiated nationally.

The use of performance-related pay

40. It is the council's policy that HAY graded employees are subject to a performance appraisal each year. If the performance is measured as satisfactory, an increment may be awarded. If the performance does not meet the required standard an increment may be withheld.
41. For GLPC graded employees, increments are awarded automatically to the maximum of the grade unless formal proceedings are taking place under the Improving Work Performance Policy.

The use of bonuses

42. The council does not offer a bonus or honorarium scheme to any employee.

The approach to the payment of employees on their ceasing to be employed by the authority

43. Employees who leave the council's employment are entitled to payment of their contractual notice, along with any outstanding holiday pay.
44. All employees, including chief and senior officers, are subject to the same redundancy payments policy which has been agreed by Staffing Policy Committee.
45. There is no discretion to make redundancy payments which do not comply with the policy.
46. If employees choose to volunteer and are accepted for redundancy they are entitled to a payment calculated as follows:

Statutory weeks x normal weekly pay x 2.5, capped at 40 weeks, with a minimum payment of £3000 (pro rata for part time staff).

47. If employees choose not to volunteer for redundancy, and cannot be redeployed, they will leave on compulsory grounds. The payment is calculated as follows:

Statutory weeks x weekly salary (capped at £508), with a cap of 30 weeks pay or 20 years service. There is a minimum payment of £1500 (pro rata for part time staff).

48. If employees are aged 55 or over, and have been a member of the pension scheme for at least three months, they are able to receive their pension and lump sum early if their employment is terminated on grounds of redundancy.

49. No augmentation to pension will apply for any employee.

50. If employees are dismissed on redundancy grounds, and receive a voluntary (enhanced) redundancy payment, they may be considered for re-employment to posts within Wiltshire Council after the minimum statutory period of four weeks has elapsed subject to the following conditions:

- The post did not exist or was not foreseeable at the time of the dismissal.
- The vacancy has been advertised in accordance with Wiltshire Council policy and procedures.
- The appointment was made on the basis of the best person for the job with regard to the usual selection procedures.
- The appointment has corporate director approval.

51. These conditions apply for twelve months from the date of the dismissal, after which the employee may be considered for re-employment to any post within Wiltshire Council.

52. In accordance with the Localism Act 2011, full council will be given the opportunity to vote on severance packages over £100,000 before they are approved. In line with the council's redundancy pay policy the severance package includes the redundancy payment, and any other non-contractual payments which may be appropriate e.g. outplacement support.

The pension scheme

53. All employees are entitled to join the Local Government Pension Scheme (LGPS).

54. The LGPS changed in 2014 and the benefits structure has moved from a Final Salary basis to a Career Average Revaluation Earnings (CARE) approach for benefits accruing after this date. Employee contribution bandings have also changed and the new regulations have introduced 9 bandings with rates varying between 5.5 – 12.5% according to the employee's salary, with the employer contributions varying on an annual basis.

55. The benefits of the scheme for all members include:

- A tiered ill health retirement package if employees have to leave work at any age due to permanent ill health. This could give employees benefits, paid straight away, and which could be increased if they are unlikely to be capable of gainful employment within 3 years of leaving.

- Early payment of benefits if employees are made redundant or retired on business efficiency grounds at age 55 or over.
- The right to voluntarily retire from age 55 (on an actuarially reduced pension), even though the Scheme's normal pension age is 65.
- Flexible retirement from age 55 if employees reduce their hours, or move to a less senior position. Provided the employer agrees, employees can draw all of their benefits – helping them ease into their retirement.

56. Further information about the pension scheme can be found on the [pensions website](#).

Any other allowances arising from employment

Payment for acting up or additional duties

57. This policy applies only to all employees who, on a temporary basis:

- act up – carrying out the full responsibilities and duties of a higher graded post either for some or all of their working hours; or
- carry out some, but not all, duties or responsibilities of a higher graded post for some or all of their working hours; or
- take on additional duties within their role.

58. The policy allows for employees to receive the salary difference between the lower and higher graded job, calculated on a percentage basis if the additional duties are taken on for only part of the working week.

Unsocial hours allowances

59. The council provides an additional allowance, expressed as a percentage of the basic rate, for regularly working late evenings / early mornings / nights / Sundays. These payments are graduated according to the degree of unsocial hours working and range from 10% to 33% in addition to normal hourly rate.

60. Unsocial hours allowances are only payable for GLPC graded jobs, and are not available for senior managers.

Overtime allowances

61. The council has an overtime policy where all employees are entitled to receive additional payment for hours worked in excess of 37 hours. GLPC graded employees are able to claim overtime hours at their normal hourly rate x1.5 for hours worked on a Monday to Saturday, and x 2 for working a Sunday. HAY graded staff are only able to claim overtime in exceptional

circumstances where there is an emergency situation and payment is based on the current highest spinal point (point 49) of the NJC pay scale.

Standby and callout allowances

62. The council has a standby and callout policy where all employees receive an allowance should they be on standby out of normal office hours. If employees are called out whilst on standby additional hours or overtime will be paid in accordance with the overtime policy.

Sleeping in allowance

The council pays a sleep-in allowance to employees required to sleep in on the premises. This includes up to 30 minutes call out per night, after which the additional hours provisions will apply. The sleep-in allowance payable is currently £35.37, and increases in line with the NJC pay award.

Local election duties – Acting Returning Officer

63. The role of Acting Returning Officer is currently being carried out by a nominated corporate director. Fees are paid in line with the guidance stipulated from the Elections and Democracy Division for the relevant elections.

Governance arrangements

64. The council's policy is to apply the nationally negotiated NJC pay award to the pay scales for jobs evaluated using the GLPC job evaluation scheme.
65. There are no national pay scales for senior roles so pay is a matter for local determination. Pay scales for HAY grades are determined using the HAY pay databank for the public and not for profit sector.
66. The council also relies on national negotiation for some key provisions of employment such as the sickness and maternity schemes.
67. The council negotiates locally on some other conditions of employment, such as pay and grading, travel expenses, overtime payments and unsocial hours allowances.
68. For these local conditions of employment, the council consults and negotiates with the relevant trade unions, in order to reach agreement. These conditions and allowances are then referred to Staffing Policy Committee for agreement.
69. The role of Staffing Policy Committee is to determine, monitor and review staffing policies and practices to secure the best use and development of the

council's staff. This includes the power to deal with all matters relating to staff terms and conditions.

70. The full remit of the council's Staffing Policy Committee is contained within the constitution.

The publication of and access to information relating to remuneration of chief officers

71. In accordance with the Local Government Transparency Code 2015, the council is committed to publishing the following information relating to senior employees via the council's website:

- Senior employee salaries which are £50,000 and above. This is updated on a monthly basis.
- A list of their responsibilities
- An organisational chart of the staff structure for the top three tiers of the local authority, to include each individual's job title, contact details, grade, salary in a £5,000 bracket, grade maximum and whether each individual is a permanent or temporary employee. This is updated on an annual basis or more frequently if a significant restructure takes place

The publication of and access to information relating to trade union facility time

72. In accordance with the Local Government Transparency Code 2015, the council is committed to publishing the following information relating to trade union facility time as a percentage of the Council's total wage bill via the council's website:

- Basic estimate of spending on unions (calculated as the number of full time equivalent days spent on union duties by authority staff who spent the majority of their time on union duties, multiplied by the average salary)
- Basic estimate of spending on unions as a percentage of the total pay bill (calculated as the number of full-time equivalent days spent on union duties by authority staff who spent the majority of their time on union duties, multiplied by the average salary divided by the total payroll).

The relationship between the basic pay remuneration of chief officers and employees who are not chief officers.

73. In terms of overall remuneration the council's policy is to set different levels of basic pay to reflect the different sizes of jobs, but not to differentiate on other allowances, benefits and payments it makes.

74. The table below shows the relationship between the basic pay of the

highest and lowest paid employees in the council, excluding employer and employee pension contributions and non-allowances. The figures include all staff in the council (non-schools) and are based on annual full time equivalent salaries.

	Annual FTE Salary November 2017	Ratio November 2017	Annual FTE Salary November 2018	Ratio November 2018
Highest Paid	£151,265		£154,290	
Lowest paid	£15,014	10.1:1	£16,394	9.4:1
Mean Salary	£26,106	5.8:1	£27,294	5.7:1
Median Salary	£24,174	6.3:1	£25,463	6.1:1

75. The council would not expect the basic pay remuneration of its highest paid employee to exceed 20 times that of the lowest group of employees, excluding apprentices.

76. The apprentice rate of pay varies according to the age and level of apprentice and ranges from £8,316 to £15,115 per annum at the lower levels. The apprentice payrates have not been taken into account when calculating the highest to lowest pay ratios as the apprentice rate of pay reflects the requirement for all apprentices to spend 20% of their working week undertaking learning away from the job, and therefore this is not a viable comparison with other jobs.

77. The current ratio of highest to lowest paid employees is well within the guidelines and is 9.4:1. The trend continues to reduce year on year due to the increases at the bottom of the pay scale in line with the national living wage. The ratios for the mean and median salary levels are also slightly lower than last year at 5.7:1 and 6.1:1 respectively.

Definitions

NJC – National Joint Council

JNC – Joint Negotiating Committee

GLPC – Greater London Provincial Council

SOULBURY staff - Educational improvement professionals. These staff are drawn from different sources, including senior members of the teaching profession. Their role is to advise local authorities and educational institutions on a wide range of professional, organisational, management, curriculum and related children's services issues, with the overall aim of enhancing the quality of education and related services.

Equal Opportunities

This policy has been Equality Impact Assessed to identify opportunities to promote equality and mitigate any negative or adverse impacts on particular groups.

Legislation

Local Government Transparency Code 2015
Equality Act 2010

This policy has been reviewed by the legal team to ensure compliance with the above legislation and our statutory duties.

Further information

There are a number of related policies and procedures that you should be aware of including:

HAY job evaluation policy and procedure
GLPC job evaluation policy and procedure
Market supplements policy and procedure
Moving home policy and procedure
Redundancy payments policy
Overtime policy
Unsocial hours guidance
Standby and callout policy
Starting salaries and incremental progression policy and procedure
Acting up and additional duties policy and procedure
The Local Government Transparency Code 2015
Trade Union Recognition Agreement

These policies are available from the HR department at Wiltshire Council on request.

Policy author	HR Strategic Delivery Team – AG
Policy implemented	28 February 2012
Policy last updated	11 December 2018 (AG)

EXTRACT FROM STAFFING POLICY COMMITTEE – 9TH JANUARY 2019

6 Pay Policy Statement

The Committee received a report setting out an updated Pay Policy Statement for the financial year 2019/2020 for approval, prior to agreement by Council and publication on the Council's website.

It was reported that under Chapter 8 of the Localism Act 2011 every local authority must prepare a pay policy statement for every financial year. Wiltshire Council originally published its pay policy statement in February 2012 and the updated policy was now required to be published on the Council's website by 1 April 2019.

The policy had been updated to include a revised introduction providing an update on the Council's progress with apprenticeships as well as an overview of the new pay and grading model which had been subject to a collective agreement with the recognised trade unions and which would be implemented on 1 April 2019. Other updates included:-

- An amendment to cap annual pay awards for HAY graded staff in line with the NJC pay award unless market pay data identified a significant drift or where there were difficulties in the recruitment and retention of staff in these grades.
- A change to the redeployment procedure to include in exceptional circumstances where there was a national shortage of skills in a particular role.
- An updated total number of council employees and the latest pay ratios.

The Committee discussed the updated policy and in particular was pleased to note the Council's progress with apprenticeships.

Resolved:

To approve the draft policy to be presented at Full Council on 26 February 2019.

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Wiltshire Council

Council

26 February 2019

Notice of Motion No. 12 – Safe Passage Our Turn Campaign

From Councillors Ruth Hopkinson and Jon Hubbard

To consider the following motion submitted in accordance with the constitution:

Preamble

We are currently experiencing the world's largest refugee crisis since World War Two. UNHCR figures show that across the world 68.5m people are forcibly displaced. Over half of these are children, many unaccompanied.

Wiltshire has been proactive in caring for vulnerable child refugees (a significant number are abandoned at Leigh Delamere Service Station). 50 are currently being cared for as Unaccompanied Asylum Seeking Children. Up to 103 Syrian refugees, around half of which are children have been accepted under the Vulnerable Person's Resettlement Scheme (VPRS). In addition, Wiltshire has signed up to the National Transfer Scheme (NTS) which transfers children between authorities and from the Vulnerable Children Resettlement Scheme (VCPS)

Full council resolved in September 2015 to: "Participate in the Government's Syrian Vulnerable Persons Relocation Programme and any other such schemes introduced to support other vulnerable persons seeking refugee status." This has been the motivation behind the work of the Council.

These schemes, VPRS (not VPRP as in the initial motion) & VCRS, are due to come to an end in early 2020, therefore in the light of previous motion, this one looks to enable Wiltshire Council to continue the good work that it has already committed to. This year is the 80th Anniversary of the Kindertransport, the scheme through which Britain welcomed 10,000 child refugees, in just 10 months, on the eve of World WarTwo, thereby saving their lives. Supported by the charity Safe Passage and a wide range of faith leaders and led by Lord Alf Dubs, the Our Turn campaign is echoing & commemorating the achievement of Kindertransport.

Under the new "Children At Risk" scheme, the Council will pledge to take 10 unaccompanied children per year for the next 10 years.

The costs will be met by Central Government which means Wiltshire can do the right thing at no cost to the Wiltshire Council Tax Payer. Many of our neighbouring authorities do not do their share or meet their responsibilities. If the Council adopts this scheme and children, arrive in an unplanned way, they will be relocated to neighbouring authorities in line with the NTS. This will leave Wiltshire Council being able to plan for children accepted under the scheme, whilst providing leadership in the Region.

The children received by Wiltshire will have been assessed by the UNHCR.

Therefore

Motion

That Wiltshire Council builds on its achievements in caring for vulnerable unaccompanied refugee children by supporting the Safe Passage Our Turn campaign, recognising the historical legacy of the Kindertransport, and pledges to welcome 10 at-risk refugee children per year for the next 10 years as part of a fully funded government child resettlement scheme.

Wiltshire Council

Council

26 February 2019

Background Briefing Note – Safe Passage Our Turn Campaign

1. In September 2015, the Prime Minister made a commitment for the UK to take 20,000 of the most vulnerable Syrian refugees from neighbouring countries, by 2020. The participation of local councils in the Syrian Vulnerable Persons Relocation scheme is voluntary but those that do participate receive funding from the international aid budget to support new arrivals.
2. Within Wiltshire, full council [resolved](#) in September 2015 to:
Participate in the Government's Syrian Vulnerable Persons Relocation Scheme and any other such schemes introduced to support other vulnerable persons seeking refugee status. (emphasis added)
3. Government has subsequently widened the scope of the scheme slightly so that it is not limited to placement of vulnerable Syrian nationals but also refugees of other nationalities displaced from Syria (such as Iraqis who had sought sanctuary in Syria and subsequently have been displaced again following the civil war); as such the scheme is now known as the Vulnerable Persons Resettlement Scheme (VPRS). To date, Wiltshire has settled 110 refugees under the VPRS programme. The council has six additional properties in the pipeline and is on course to help 150 by the end of 2019. As at June 2018 the [numbers](#) settled by local authority in the South West under VPRS were as follows:

Bristol	119
Wiltshire	98
Plymouth	70
Cheltenham	48
Gloucester	46
Cornwall	45
Bath & NE Somerset	38
Taunton Deane	37
South Gloucestershire	36
Mendip	31
Stroud	25
South Hams	23
Torbay	22
Exeter	20
Sedgemoor	19
East Devon	18
West Devon	18
North Somerset	17
Teignbridge	17
West Dorset	17
Cotswold	16
South Somerset	12

Forest of Dean	10
Tewkesbury	10
Mid Devon	9
North Dorset	9
Weymouth & Portland	9
Bournemouth	8
Poole	8
North Devon	5
Christchurch	0
East Dorset	0
Isles of Scilly	0
Swindon	0
West Somerset	0

4. Around half the numbers resettled tend to be children. Outcomes for the families settled in Wiltshire have been positive with many going on to gain employment when possible and all supported to learn English and access medical treatment as appropriate. Wiltshire Council has worked closely with local communities in identifying suitable properties and with volunteer befrienders to deliver the scheme.
5. Details of any replacement scheme for the VPRS in 2020 are not yet available. Wiltshire Council has also indicated to the Home Office a willingness to accommodate adult asylum seekers and their families whilst their claims are being heard but to date no placements have been made in the county.
6. Alongside the VPRS, the government has committed to resettling 3,000 vulnerable children and their family members directly from the Middle East and North Africa region by 2020, where it is in their best interest to do so. This scheme is known as the Vulnerable Children's Resettlement Scheme (VCRS). The same financial support is provided to local authorities as under VPRS (for English lessons, basic furnishings, schooling and casework etc). Wiltshire is open to making placements under VCRS when suitable matches can be found. Where VCRS children are unaccompanied, local authorities are offered the same level of funding as for unaccompanied asylum seeking children, in light of the need to find foster care or supported lodgings.
7. Wiltshire is also continuing to support unaccompanied asylum-seeking children (UASC) that arrive in the county in line with its statutory obligations in this area:

Children looked after in Wiltshire at 31 March, who were unaccompanied asylum-seeking children (UASC) during the year ([DfE UASC statistics](#))

2014	2015	2016	2017	2018
6	6	7	24	38

8. For reference the numbers of UASC supported by other councils in the south west are as follows, as at March 2018:

Number of Unaccompanied Asylum Seeking Children March 2018	
Bristol, City of	43
Wiltshire	38
Gloucestershire	34
Swindon	26
Poole	24
Devon	23
Somerset	18
Bournemouth	16
South Gloucestershire	15
Bath and North East Somerset	11
Plymouth	11
North Somerset	10
Dorset	9
Cornwall	x
Torbay	x
Isles of Scilly	0

9. As at February 2019 we are looking after 73 young people in total, of various nationalities. Of these, 53 are children and are in care (s.20 basis) and 20 are supported as care leavers. All but a handful of these children/ young people arrived spontaneously in Wiltshire; they will have been identified by the police as unaccompanied minors or attended one of our offices. The remainder came to live in Wiltshire via the UASC National Transfer Scheme (NTS).
10. The NTS is a voluntary scheme (albeit underpinned by statutory provisions in the Immigration Act 2016) and councils in the South West were among the first to sign up for it. It enables councils that have high levels of UASC numbers (more than 0.07% of the local under 18 population) to apply to transfer additional UASCs to other areas. Wiltshire has a rota system with other councils in the South West to help out these councils (such as Kent and other points of arrival) with their larger numbers. The South West started from a point where some authorities already have a population of UASC and others did not have any, so the initial aim has been to bring all local authorities up to a point of having at least 0.02% to help with a fairer distribution rota going forward.
11. In Wiltshire, 0.07% of our under 18 population would amount to a maximum intake of approximately 70 UASC. It should be clear, however, that the 0.07% figure is not a target for all council areas to achieve – rather a point beyond which referrals can be made elsewhere.
12. Funding for UASCs is more generous than the standard VPRS/ VCRS tariff for accompanied children, recognising it is more expensive to provide foster care; but despite increases of around 20% in 2016 the government has committed to further reviews as many councils say it is still not enough – as noted in a recent ADCS/ LGA [submission](#). Funding for care leavers is also not currently provided; nor to the CCG for appropriate trauma and mental health support.
13. During the passage of the Immigration Act in 2016, section 67 (known as the ‘Dubs amendment’ after Lord Dubs; who was one of the 10,000 children rescued by the kindertransport scheme established after Kristallnacht in 1938) was agreed by the government to ‘*make arrangements to relocate to the United Kingdom and support a specified number of unaccompanied refugee children from other countries in Europe*’. The government stated that the ‘Dubs amendment’ would only apply to those young people who entered Europe on or before 20 March 2016 (the date of the EU-Turkey deal), without requiring family links to the UK. The Government announced it would consult with Local Authorities on their capacity to accept children before specifying a number for the scheme.
14. In October 2016, the first 200 children were brought to the UK from France, as part of the UK’s commitment to take half the unaccompanied children from Calais when the ‘Jungle’ camp was demolished. The Home Office announced on 8 February 2017 that only 350 places had been offered by Local Authorities for children, and that once those were filled the scheme would be closed. In April that year, Ministers announced an extra 130 places had been pledged during the consultation, after an administrative error in the initial figure was identified, bringing the total number of places for children to 480.
15. During 2017, the UK granted asylum or another form of leave to almost 9,000 children; but only a few children were transferred under the Dubs amendment that year, with a handful coming from Greece. On 19 January 2018, the government [announced](#) that the cut-off date of the 20th March 2016 would be brought forward to 18 January 2018, enabling more children to be considered for transfer under the Dubs scheme (from France, Greece and Italy) but without creating a new ‘pull factor’ or incentivising illegal

travel across Europe. The total to be transferred under the Dubs amendment would remain 480; recognising that some of the delays in the remaining children coming here are because the UK is awaiting information from other countries. Existing family reunification provisions also remain in place under EU legislation and are protected within the EU Withdrawal Act. In the meantime, President Macron has reiterated that people already in France and in need of asylum should seek help there.

16. Wiltshire agreed with other councils in the south west that we would respond to any requests for s67 'Dubs' placements as a region. We get lists of children who they are looking to place and these are considered on a case by case basis. If we have a suitable placement available at the time we will offer it. We have offered placements but more suitable matches have been identified and agreed for these children elsewhere in the country. Similar arrangements are in place for the VCRS, which may refer unaccompanied children to us and other participating local authorities via the NTS.
17. The EU Turkey deal of 2016 established a swap policy, which means that for every Syrian returned to Turkey, the EU would take a Syrian refugee from Turkey using UN vulnerability criteria. This was accompanied by significant international aid and a commitment from Turkey to prevent sea crossings. Following the deal the numbers making the crossing to Greece fell significantly from 856,000 in 2015 to 29,700 in 2017 with a comparable drop in numbers of unaccompanied children and the number of deaths at sea. The Greek processing of claims is still slow however which means that of the estimated 3718 UASCs still in the country [711](#) are in reception centres; the European Commission is providing funds to help Greece improve these and clarify and expedite legal processes for all nationalities. In 2018, Spain overtook Italy as the main [arrival](#) point for unaccompanied or separated children in Europe – with 5500 arrivals in Spain; 3536 in Italy (down from 15,000 in 2017) and 1922 in Greece. Nationalities of those crossing to Europe are now largely Moroccan, Guinean, Malian and Afghan.
18. The motion refers to the '[Our Turn](#)' campaign, which is supported by the refugee charity Safe Passage, led by Lord Alf Dubs. The 'Our Turn' campaign is calling for the establishment of a new 'Children at Risk' resettlement scheme to bring 10,000 unaccompanied child refugees to the UK over the next 10 years. The campaign asks for the new scheme to build on and extend the current Vulnerable Children's Resettlement Scheme (VCRS) beyond 2020, with central government providing funding to local authorities that at least equals that allocated under VCRS. In a crucial difference, the new scheme is intended to be open on a longstanding basis to vulnerable children arriving in Europe as well as other regions around the world. To secure this commitment, the 'Our Turn' campaign is asking local authorities to pledge places for vulnerable unaccompanied children for this future scheme (in a similar vein to the consultation on local authority capacity that took place on the original Dubs amendment) and asking the government to remove the 'cap' of 480 children and establish a rolling annual scheme driven by the situation for refugees in Europe. Our Turn make clear that any pledge would be conditional on the government providing appropriate funding.
19. As of February 2019, 850 places (out of an ambition of 10,000) have been pledged by councils to the campaign over the next 10 years, including the following:
 - Bristol 60
 - Surrey 30
 - Kensington and Chelsea 30
 - Barnet 30
 - Dorset 30 (provisional figure pending LGR)
 - Birmingham 80
 - Hammersmith & Fulham 100
 - Islington 100
 - Tower Hamlets 10
 - Leicester 50
 - Perth and Kinross 20
 - Lambeth 20
 - Haringey 30
 - Southend-on-sea 30
 - Brighton and Hove 100
 - Hackney 30
 - Ealing 50

Conclusion

20. Whilst the international situation is uncertain, globally there remains large numbers of refugees and displaced people that are particularly vulnerable as a result of torture, medical needs or who are particularly at risk of exploitation that could benefit from safe passage via a legal, regularised route. As such, participation in any new government schemes replacing VPRS and VCRS in 2020 is consistent with the motion passed by full council in 2015 and supports safe passage for families and children directly from affected areas. Ongoing participation in the National Transfer Scheme will continue to see unaccompanied children arrive in Wiltshire under any government relocation schemes, as capacity allows. Local campaigns can also be continued to address the ongoing shortage of foster carers faced in the county.
21. In summary, in considering any pledge to support the Our Turn campaign and resettle an additional 100 children over ten years (conditional on full funding from government) it is important to bear in mind:
- The difficulty in predicting the number of spontaneous UASC arrivals and consequently our capacity in foster care and supported lodgings;
 - That transfers to Wiltshire under the National Transfer Scheme, Dubs amendment and Vulnerable Children Resettlement Scheme already take place depending on our capacity.
 - Due consideration needs to be given to a child's ethnicity, cultural and linguistic background when placing a child. There can be significant challenges finding appropriate long-term placements in Wiltshire.
 - The potential impacts on other councils in the south west if we exceeded the National Transfer Scheme's 0.07% threshold as a result of making a pledge to the Our Turn campaign. Transfers to other areas can also cause disruption to children who have begun to settle.
 - The VCRS is currently open to vulnerable minors from the Middle East and North Africa (MENA). 'Our Turn' want a new scheme to make this open over the long term to vulnerable unaccompanied children that have arrived in Europe too. However, the government have stated they do not wish to create a pull factor for illegal traffickers or to incentivise illegal travel across Europe (which could increase the risk of more sea crossings and deaths in the Mediterranean).
 - The extant motion passed in 2015 (para 2) already provides a basis for participating in any refugee schemes that are announced by the government and as capacity allows.
 - Support from local campaigners in increasing the number of local foster carers would be welcome.

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Wiltshire Council

Council

26 February 2019

Notice of Motion No. 13 Acknowledging a Climate Emergency and proposing the way forward

From Councillors Dr Brian Mathew and Gavin Grant

To consider the following motion submitted in accordance with the constitution:

Full Council notes:

1. Humans have already caused serious climate change, the impacts of which are being felt around the world. Global temperatures have already increased by 1 degree Celsius from pre-industrial levels. Atmospheric CO₂ levels are above 400 parts per million (ppm)¹. This far exceeds the 350 ppm deemed to be a safe level for humanity² and will continue to rise if no action is taken.
2. In order to reduce the chance of runaway Global Warming and limit the effects of Climate Breakdown, it is imperative that we as a species reduce our CO₂eq (carbon equivalent) emissions from the current 6.5 tonnes per person per year to less than 2 tonnes by 2030.³
3. Individuals can accept responsibility for living in a more sustainable way, but cannot be expected to make all these reductions on their own. Greenhouse gas emissions primarily result from burning of fossil fuels, incineration of the products of fossil fuels (waste plastics), unsustainable agricultural practices and the production of cement. Thus, governments at all levels: national, regional and local, must change legislation, standards, infrastructure and their approach, to meet the need to reduce CO₂eq emissions and thus make low carbon living easier to achieve and the new norm, while protecting the most vulnerable in society from poverty.
4. The County of Wiltshire is already at the fore in the field of solar electricity generation, where it has the highest UK local authority area level of photovoltaic (PV) capacity at 581.1MW⁴, the second highest number of installations 9193 (large and small), and the second highest actual generation of solar electricity 530,719MW(h) per annum. Wiltshire Council has installed 5 rapid electric vehicle (ev) charging points with a further set of fast charging points being installed at 15 Wiltshire Council car parks and it operates a fleet of 3 fully electric vehicles and 10 with ultra-low emissions, it has become largely paper free with its adoption of lap top computers for all councillors and staff. It has also reduced carbon consumption by consolidating its offices into fewer more energy efficient buildings, as well as increasing the 'roll out' of LED street lighting and within its offices.

¹ <https://www.esrl.noaa.gov/gmd/news/pdfs/7074.pdf>

² <https://sustainabilityadvantage.com/2014/01/07/co2-why-450-ppm-is-dangerous-and-350-ppm-is-safe/>

³ Fossil CO₂ & GHG emissions of all world countries, 2017: <http://edgar.jrc.ec.europa.eu/overview.php?v=CO2andGHG1970-2016&dst=GHGpc>

⁴ Regen SW

5. Unfortunately, current global plans and actions are not enough. The world is on track to overshoot the Paris Agreement's 1.5°C limit well before 2050^{5 6}, with potentially catastrophic consequences for life on Earth.

6. The International Panel on Climate Change's (IPCC) Special Report on Global Warming of 1.5°C, published in October 2018, concludes that we have less than twelve years to act to avoid the worst impacts of climate change. It also describes the enormous harm that a 2°C rise is likely to cause compared to a 1.5°C rise and told us that limiting Global Warming to 1.5°C may still be possible, with ambitious action from national and sub-national authorities, civil society, the private sector, indigenous peoples and local communities. However, on our current trajectory we are heading for at least a 3°C rise⁷.

7. Local Authorities around the world are responding by declaring a 'Climate Emergency' and committing resources to address this emergency⁸ with over twenty Local Authorities signing up to a climate emergency in the UK alone over the past few months since the IPCC announcement.

Full Council believes that:

1. All governments have a duty to limit the negative impacts of Climate Breakdown, and Wiltshire Council recognises it cannot and should not wait for national governments of any political party to act where it can take action itself. Addressing climate change, habitat destruction and resource depletion are issues that we should all, regardless of political party, be taking a stand on.

2. It is important for the residents of Wiltshire that its Council commits to reducing CO₂e emissions and works towards carbon neutrality as quickly as possible.

3. While Wiltshire Council has been making efforts to reduce its carbon footprint, it still has much more to do to achieve carbon neutrality for the County, and recognises that further significant change is needed in the Council's approach to dealing with carbon emissions. For example, this could include the adoption of technology to convert waste plastic back into oil for re-use in new plastics rather than incineration, and to make the Council's transport fleet completely carbon neutral, and to encourage carbon free buses and public transport. It could also develop a policy to see all new house builds in the county are equipped with photo voltaic (pv) panels as standard and adopt a further pro renewable energy stance for suitable locations in the county. It could also promote more sustainable agricultural practices, particularly those that support soil health, thereby making farming part of the solution rather than part of the problem.

Wiltshire Council could also take a lead in campaigns to help residents reduce the production of CO₂ with 'car share' and 'meat free days' and other appropriate actions.

For progress to be monitored there is need to conduct an urgent baseline carbon & renewables audit which can be used to judge future progress.

⁵ World Resources Institute: <https://www.wri.org/blog/2018/10/8-things-you-need-know-about-ipcc-15-c-report>

⁶ The IPCC's Special Report on Global Warming of 1.5°C: <https://www.ipcc.ch/report/sr15/>

⁷ <https://climateactiontracker.org/global/temperatures/>

⁸ Including US cities Berkeley: <https://www.theclimatemobilization.org/blog/2018/6/13/berkeley-unanimously-declaresclimate-emergency> and Hoboken: <https://www.theclimatemobilization.org/blog/2018/4/25/hoboken-resolves-tomobilize>, and the C40 cities: <https://www.c40.org/other/deadline-2020> 5. Scope 1, 2 and 3 of the Greenhouse Gas Protocol explained: <https://www.carbontrust.com/resources/faqs/services/scope-3-indirect-carbon-emissions>

4. The consequences of global temperature rising above 1.5°C are so severe that preventing this from happening must be humanity's number one priority.
5. Bold climate action by Wiltshire Council will demonstrate real leadership and can deliver economic benefits in the County in terms of new jobs, economic savings and market opportunities, as well as improved well-being locally and for people worldwide.

Full Council calls on the Cabinet to:

1. Acknowledge that there is a 'Climate Emergency'.
2. Pledge to make the County of Wiltshire carbon neutral by 2030.
3. Requests and supports the work of Overview and Scrutiny to set up a task group of the Environment Select Committee to develop recommendations and a plan to achieve this pledge along with undertaking a carbon / renewables audit.
4. Call on Westminster to provide the powers and resources to make the 2030 target possible.
5. Work with other local government authorities (both within the UK and internationally) to determine and implement best practice methods to limit Global Warming to less than 1.5°C.
6. Continue to work with partners in the private sector and civil society across the County and region to deliver this new goal through all relevant strategies and plans.
7. Report to Full Council on a six-monthly basis with the actions the Council is taking and will take to address this emergency and reporting these against the Carbon / Renewables Baseline audit.

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Wiltshire Council

Council

26 February 2019

Notice of Motion No.15 – Environment and Global Warming

From Councillors Philip Whitehead and Jerry Wickham

To consider the following motion submitted in accordance with the constitution:

Wiltshire Council acknowledges the public concern in respect of the environment and global warming and proposes that Wiltshire Council implement the following this year:

To refer to the Leader to consider the establishment of a portfolio holder or cabinet member with responsibility for environmental issues with a remit to:

1. Agree parameters with Overview and Scrutiny that represent the council impact on the environment and can be accurately reported to council on a regular period, to potentially include
 - a. Carbon generation/use by the council.
 - b. Energy use year on year by the council.
 - c. Reports on the use of vehicles by the council in respect of their environmental impact.
 - d. Report on the use of the council's car share system particularly in respect of methods to increase its use.
 - e. Monitor and report on air quality across the county to inform future decision
 - f. Monitor and report on any major development and technology used for the management of waste in Wiltshire to report on any local impact.
2. Investigate and report on the viability of purchasing our power from "Green Suppliers"
3. Investigate the adoption of building and planning recommendations to allow for electric charging points on new build property to facilitate future use of electric vehicles.
4. Investigate the potential adoption of renewable energy generation for Council property
5. Investigate the adoption of building and planning recommendations to allow for sustainable systems to be compulsory on new build property.
6. Investigate the commercial viability of installing electric car chargers across Wiltshire to encourage and enable the use of electric vehicles in Wiltshire.
7. To enhance the current air quality strategy and request that any air pollution responsibilities that are passed to Wiltshire Council are fully funded by central government.
8. Instigate a Green Campaign to support and stimulate the generation of sustainable ideas across Wiltshire

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Wiltshire Council

Council

26 February 2019

Notice of Motion No. 14 – Salisbury Library

From Councillors Ricky Rogers and Brian Dalton

To consider the following motion submitted in accordance with the constitution:

Following the growing depth of feeling by Salisbury Residents concerning the lack of public consultation on the future of Salisbury Library

We ask Wiltshire Council in consultation with Salisbury Area Board to conduct a thorough public consultation with Salisbury Residents on the future of Salisbury Library

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Wiltshire Council

Council

26 February 2019

Proposed Changes to the Constitution

Summary

The Standards Committee has responsibility for oversight of the Council's constitution.

This report sets out proposed changes to Part 4 and Protocol 1 of the Constitution.

Proposal

That Full Council approve the proposed changes as detailed at Appendix 2 and 3.

Reason for Proposal

To ensure the council's constitution is up to date, clear and effective.

Ian Gibbons, Director of Legal and Democratic Services and Monitoring Officer

Proposed Changes to the Constitution

Purpose of Report

1. This report asks Council to consider recommendations of the Standards Committee on the following matters:
 - a) Part 4: Council Rules of Procedure – Substitution Arrangements
 - b) Protocol 1: Councillor-Officer Relations – Part II Information Access

Background

2. The Standards Committee has responsibility for oversight of the Council's constitution. It has established a cross party working group, known as the Constitution Focus Group, to advise and assist the committee in carrying out this function.
3. The Focus Group met on 9 January 2019 to review sections of the constitution as detailed in paragraph 1 and made a series of recommendations.
4. The Standards Committee considered those recommendations on 23 January 2019.

Main Considerations

5. The minutes of the Standards Committee and the Focus Group meeting listed in paragraphs 3 and 4 can be found at **Appendix 1**.

Summary of proposed changes

(a) Part 4: Council Rules of Procedure

6. Part 4 of the Constitution sets out detailed rules of procedure for the council, with sections applying on to Full Council, Cabinet or other committees as appropriate. These include rules on submission of questions, consideration of motions and amendments, recording of minutes and more.
7. At its meeting on 16 October 2018 Full Council adopted a series of changes to Part 4 as recommended by the Standards Committee on 26 September 2018.
8. At that meeting it was noted that further revisions relating to the sections on the arrangement of and appointment of substitute members of committees would be forthcoming.

9. Proposed amendments to the relevant section are therefore attached at **Appendix 2**. Standards also considered a guidance note on operation of the arrangements, which does not form part of the constitution.
10. The changes clarify that a member of a committee is responsible for informing the proper officer for that committee of their absence and for arranging a substitute, that this must be done in writing, and provides for exceptions in cases of urgency.

Recommendation

11. **To recommend that Council approve the revised sections of Part 4 of the Constitution, as shown in the attached document at Appendix 2.**

(b) Protocol 1: Member-Officer Relations

12. Protocol 1 sets out expectations on Member and Officer relations. Following multiple meetings, the Focus Group recommended revisions to the protocol which were approved at Full Council on 16 October 2018, following recommendation by the Standards Committee on 26 September 2018.
13. Paragraphs 11.8 and 11.9 of the revised protocol relate to members' access to confidential and exempt information (Part II information). The Standards Committee, on the recommendation of the Focus Group, had requested that an appendix to the protocol be drafted to supplement these paragraphs, setting out practical, clear examples of which members would have access under which circumstances and how members should request information they believed they were entitled to access.
14. The draft proposed appendix to Protocol 1 is therefore attached at **Appendix 3**.

Recommendation:

15. **To recommend that Council approve the proposed Appendix 1 to Protocol 1 of the Constitution, as shown in the attached document at Appendix 3.**

Safeguarding Implications

16. There are no safeguarding issues arising from this report.

Equalities Impact of the Proposal

17. There are no equalities impacts arising from this report.

Risk assessment

18. There are no significant risks arising from this report

Financial Implications

19. There are no financial implications arising from this report.

Legal Implications

20. The recommendations in this report are consistent with the relevant legislation, and there are no legal implications arising from this report

Public Health Impact of the Proposals

21. There are no public health impacts arising from this report.

Environmental Impact of the Proposals

22. There are no environmental impacts arising from this report.

Proposal

23. **To recommend that Council approve the changes to the Constitution as set out in paragraphs 11 and 15 of this report.**

Ian Gibbons, Director, Legal and Democratic Services (and Monitoring Officer)

Report Author: Kieran Elliott, Senior Democratic Services Officer, 01225 718504,
kieran.elliott@wiltshire.gov.uk

Unpublished reports relied upon in the preparation of this report: None

Appendices

- Appendix 1a – Minutes Extract of the Standards Committee - 23 January 2019
Appendix 1b - Minutes of the Constitution Focus Group - 9 January 2019
Appendix 2 - Revised Part 4 (Substitution Arrangements)
Appendix 3 - Proposed Appendix 1 to Protocol 1

MINUTES EXTRACT OF THE STANDARDS COMMITTEE MEETING HELD ON 23 JANUARY 2019 AT KENNET ROOM - COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN

9 Recommendations of the Constitution Focus Group

A report was presented by Kieran Elliott, Senior Democratic Services Officer, outlining recommendations from the Constitution Focus Group in relation to Protocol 1 (Member-Officer Relations) and Part 4 (Council Rules of Procedure). On the recommendation of the Standards Committee Full Council on 16 October 2018 had approved previous changes to both sections, noting that some additional proposed revisions would follow at a later date.

The proposal in relation to Protocol 1 was an appendix setting out in further practical detail the rights of access of members to confidential or exempt information, and how they could request access and demonstrate their need to know the specified information. The proposal in relation to Part 4 were amendments to the provisions relating to substitution on committees, in particular to clarify that it was the responsibility of the member who was to be substituted to arrange such a substitution, and inform the proper officer in writing. A guidance note had been prepared to assist the interpretation of the relevant proposed provisions within the constitution.

Mr Francis Morland made a statement in relation to the proposals, relating to statutory rules on proportionality on committees, and he considered that the proposed guidance was not compliant with those rules. The Monitoring Officer, Ian Gibbons, in reply stated that he did not accept this was the case and that the proportionality arrangements were abided by. During wider discussion with the Committee regarding the nature of the substitution arrangements generally, which were common in many authorities, it was stated that those common arrangements had not been subject to legal challenge and were regarded as reasonable procedures to adopt.

The Committee discussed the proposals from the Focus Group, and considered that the proposed changes and guidance note would be helpful additions to clarify the rights of members and procedural requirements respectively, and noted the inclusion of urgency provisions in the event a member, for an exception reason, was unable to inform the proper officer in writing.

Therefore, at the conclusion of discussion, it was,

Resolved:

To recommend that Council approve the changes to Protocol 1 and Part 4 of the Constitution as set out in the report.

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CONSTITUTION FOCUS GROUP

MINUTES OF THE CONSTITUTION FOCUS GROUP MEETING HELD ON 9 JANUARY 2019 AT KENNET ROOM - COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.

Present:

Cllr Richard Clewer (Chairman), Cllr Richard Britton and Cllr Stuart Wheeler

1 **Apologies**

Apologies were received from Councillors Ian Thorn, Jon Hubbard and Graham Wright.

It was also reported that at its meeting on 26 September 2018 the Standards Committee had resolved that Councillor Stuart Wheeler would as a standing matter attend the Focus Group on behalf of the Chairman of the Standards Committee, Councillor Paul Oatway QPM.

2 **Notes of the Previous Meeting**

The notes of the meeting held on 5 September 2018 were presented for consideration and it was,

Resolved:

To approve and sign as a true and correct record.

3 **Protocol 1: Member Officer Relations**

At previous meetings the Focus Group had proposed a revised version of Protocol 1: Member-Officer Relations to the Standards Committee. This had been recommended to Council which had approved the Protocol at its meeting on 16 October 2018.

At its meeting on 5 September 2018 the Focus Group had additionally requested an appendix be provided to the protocol setting out practical examples and explanations of the rights of members to access confidential and exempt information to supplement the technical information as set out in Part 5 of the Constitution.

A draft was received and the Focus Group discussed the level of detail that was included, and suggested minor amendments to improve clarity including in relation to what constituted a private meeting, being a formal meeting of the council held wholly or in part in private session, not merely informal gatherings

of groups or bodies within the council. This was reflected by definitions within relevant legislation.

Subject to minor clarifications, it was,

Resolved:

That the proposed appendix to Protocol 1 be considered by Standards Committee with the recommendation it be approved by Full Council.

4 Part 4: Council Rules of Procedure

At previous meetings the Focus Group had proposed a revised version of Part 4: Council Rules of Procedure to the Standards Committee. This had been recommended to Council which had approved the revisions at its meeting on 16 October 2018.

At its meeting on 5 September 2018 the Focus Group had additionally requested further changes in respect of substitution arrangements owing to a lack of clarity as to when and to whom a member needed to inform of a substitution, and the appropriate response in the absence of such notification. Also requested was preparation of a guidance note to clarify the operation of those arrangements. That guidance note would not form part of the constitution.

The Focus Group considered the sections relating to substitution, and considered that changes should be made clarifying further that it was the responsibility of the member of a committee who was to be absent to inform, in writing, the proper officer for that committee of that absence, and any substitution that had been arranged. They considered that it was acceptable that a group leader should also be listed as able to inform the proper officer of such an absence or substitution arrangements, but that it was not appropriate, necessary or administratively convenient to constitutionally authorise other persons to make such arrangements on behalf of the committee member. It was felt that the possibility of a member being unable to notify the proper officer of an desired substitution in time was more acceptable than accepting an unauthorised or improperly authorised substitute, which could lend weight to formal challenge of a committee's decisions.

It was agreed specific mention should be made that in cases of exceptional urgency notice of absence and substitution could be made verbally and subsequently confirmed in writing.

Subject to minor clarifications, it was,

Resolved:

That the proposed revisions to Part 4 be considered by Standards Committee with the recommendation it be approved by Full Council.

That the proposed guidance note to members be updated accordingly.

5 **Forward Plan and Dates of Next Meetings**

The dates of forthcoming meetings were noted.

In accordance with previous decisions of the Focus Group and Standards to request updated and consistent presentation of the Constitution, it was reported that formatting and numbering changes had been made to Parts 5, 6, 7 and 8 of the Constitution, and that these would be uploaded accordingly after approval under delegated authority by the Monitoring Officer.

6 **Urgent Items**

There were no urgent items.

(Duration of meeting: 1430-1530)

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

Press enquiries to Communications, direct line (01225) 713114/713115

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Appendix 2 - Proposed Changes to Part 4 Paragraph 7 of the Constitution

7. Appointment of Substitute Members of Committees and Sub-Committees

Allocation

7.1. *As well as allocating seats on Committees, the Council will allocate seats in the same manner for substitute Members.*

Number

7.2. *For each committee, the Council will appoint a maximum of four substitutes for each political group which holds seats on that committee.*

Powers and duties

7.3. *Substitute Members will have all the powers and duties of any ordinary Member of the committee but will not be able to exercise any special powers or duties exercisable by the person they are substituting.*

Substitution

7.4. *Substitute Members may attend meetings in that capacity only:*

7.4.1. *to take the place of the ordinary Member for whom they are the designated substitute;*

7.4.2. *where the ordinary Member will be absent for the whole of the meeting; and*

7.4.3. *~~after notifying the~~ where notification of the intended substitution has been given in writing to the Proper Officer before the start of the meeting by the member who is to be substituted, or by their group leader of the intended substitution. Exceptionally, in cases of urgency, such notification may be made verbally in person or by telephone to the Proper Officer and confirmed subsequently in writing.*

7.4.4. *The Proper Officer for these purposes is the Democratic Services Officer supporting the meeting.*

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Appendix 4 to Standards Report 23 Jan 19

Proposed Appendix 1 to Protocol 1

Supplementary Guidance

Members' Access to Confidential and Exempt (Part II) Information

1. This guidance is issued by the Monitoring Officer pursuant to paragraph 11.13 of Protocol 1 of the Council's Constitution (Member-Officer Relations) to assist members in relation to their access to confidential and exempt information, also referred to as Part II information.
2. This guidance should be read in conjunction with the [Access to Information Procedure Rules](#) in Part 5 of the Constitution and the procedural rules governing the publication of meetings of committees that are, in part, held in private.
3. Paragraph 4 of Part 5 of the Constitution defines confidential and exempt information ('Part II information') as follows:

14. Exclusion of Access by the public to meetings

Confidential information – requirement to exclude public

14.1. *The public shall be excluded from meetings during an item of business whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed.*

14.2. *Confidential information means information given to the Council by a government department on terms which forbid its public disclosure or information which cannot be publicly disclosed by court order or under any enactment.*

Exempt information – discretion to exclude public

14.3. *The public may be excluded from meetings during an item of business whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that exempt information would be disclosed.*

14.4. *Exempt information means information falling within the following seven categories (subject to any condition):*

- 14.4.1 *information relating to any individual*
- 14.4.2 *information which is likely to reveal the identity of an individual*
- 14.4.3 *information relating to the financial or business affairs of any particular person (including the authority holding that information)*
- 14.4.4 *information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority*

- 14.4.5 *information in respect of which a claim to legal professional privilege could be maintained in legal proceedings*
- 14.4.6 *information which reveals that the authority proposes:*
(a) *to give under any enactment a notice by virtue of which requirements are imposed on a person, or*
(b) *to make an order or direction under any enactment.*
- 14.4.7 *information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.*

14.5. *Information which falls into paragraphs 14.4.1 to 14.4.7 above is only exempt if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.*

14.6. *Information is not exempt information if it relates to proposed development for which the local planning authority can grant itself planning permission pursuant to Regulation 3 of the Town and Country Planning General Regulations 1992.*

14.7. *Where the meeting will determine any person's civil rights or obligations, or adversely affect their possessions, Article 6 of the Human Rights Act 1998 establishes a presumption that the meeting will be held in public unless a private hearing is necessary for one of the reasons specified in Article 6.*

4. In the interests of openness and transparency the council will seek to ensure that as much information as is appropriate is published in the open part of the agenda and that the requirements in paragraph 3 above are applied strictly in determining what information should be contained in Part II.
5. The agenda for a meeting should explain why information is to be considered wholly or partly in Part II of the agenda.

Access by a Wiltshire Council Member

6. If you are a member of the cabinet or a committee and an agenda for a forthcoming meeting contains Part II information you should automatically be able to access that information via the [intranet](#).
7. If you are accessing the agenda via the ModGov app on either a tablet or laptop, you will need to ensure that your device is registered to access Part II information. If you are uncertain if your device is so registered, please contact committee@wiltshire.gov.uk.
8. In relation to executive business members are entitled to any document in the possession or under the control of the Leader of the Council which contains material relating to:
 - 8.1 any business to be transacted at a public meeting;
 - 8.2 any business transacted at a private meeting;
 - 8.3 any decision made by an individual member; or

8.4 an executive decision made by an officer

unless it contains exempt information falling within paragraphs 18.1, 18.2, 18.3 (but only to the extent that the information relates to any terms proposed or to be proposed by or to the Council in the course of negotiations for a contract), 18.4, 18.5, and 18.7 of the categories of exempt information; or it contains the advice of a political adviser.

'Private Meeting' means a meeting, or part of a meeting, of the decision-making body during which the public are excluded in accordance with relevant statutory provisions ie formal meetings of Cabinet

9. This means that if a member is not a member of the cabinet or a committee whose agenda contains Part II information, they will not automatically be able to access that information.
10. A member is required by law to demonstrate a 'need to know' confidential and/or exempt information before it is released to that member. On the matter of what is reasonable, in *City of Birmingham v O 1983*, the Court allowed a member to see the adoption files of a particular child, as they had genuine concerns about the implications of this adoption and it would have been the responsibility of the council as a whole, if it had gone wrong. Therefore, although the member concerned was not on the adoption committee, they did have a legitimate reason for wanting to see the file. This shows that members will be able to demonstrate that they meet the legal test, provided they can show that they have a 'bona fide and reasonably based concern' about the issue.
11. By convention Wiltshire Council deems that certain roles held by members do generally require access to Part II information to enable them to discharge their role properly, and in most instances members holding these roles will have access to any Part II information published with an agenda.

These roles are:

- 11.1 Chairman of the Overview and Scrutiny Management Committee;
- 11.2 Chairman of a relevant Overview and Scrutiny Select Committee;
- 11.3 Political Group Leaders.

12. If a member believes that they are entitled to have access to Part II documentation on an agenda, for example as a local member or some other position, or they are otherwise able to demonstrate a 'need to know' they should submit a request for access via the named officer on the front of the agenda giving reasons in support of their 'need to know'. The request should be submitted at the earliest opportunity in advance of the meeting and will be determined by the Monitoring Officer or his nominee.
13. Any information provided to a Member must only be used in connection with the proper performance of their duties.
14. Any queries relating to this subject or guidance should be directed to:

Ian Gibbons (Monitoring officer) or Frank Cain (Deputy Monitoring officer)
ian.gibbons@wiltshire.gov.uk and frank.cain@wiltshire.gov.uk

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Wiltshire Council

Full Council

26 February 2019

Extended Leave of Absence - Cllr David Jenkins

Purpose of Report

1. To ask Council to consider a further request from Councillor David Jenkins for an extension of office beyond the six-month period of non-attendance due to ill health.

Main considerations of the Council

2. Under Section 85 (1) of the Local Government Act 1972, if a member of a local Authority fails throughout a period of six consecutive months, from the date of his or her last attendance to attend any meeting of the authority or as a representative of the authority on an outside body, he or she shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the Authority.

Background

3. As members may be aware, Councillor David Jenkins, who represents Westbury North, is suffering from ill health and is recovering from a fall in autumn 2018.
4. Councillor Jenkins has not been able to attend any Council or Committee meeting since the Strategic Planning Committee meeting on 15 August 2018. At the October 2018 Full Council meeting, Council approved an extension to the usual six-month rule to enable Cllr Jenkins to remain in office until the end of February 2019, in the event he was not able to return to his duties before 14 February 2019.
5. Council can only consider approval of any reasons for non-attendance before the end of the relevant six-month period. As Cllr Jenkins is not yet well enough to return to his duties, the Council is requested to consider a further agreement to his leave of absence.
6. Councillor Jenkins currently serves as a full member of the Staffing Policy Committee and Strategic Planning Committee, and as a substitute member on Health Select Committee, Overview and Scrutiny Management Committee and Western Area Planning Committee. Cllr Jenkins is also the Chairman of Westbury Area Board and a representative on the Local Youth Network.
7. Councillor Gordon King is looking after the needs of Westbury North division, acting as interim Chairman for Westbury Area Board, and is exercising planning call-in responsibilities for Westbury North. Substitution arrangements for Committee meetings are to be made on a per meeting basis.

Safeguarding Implications

8. None applicable.

Public Health Implications

9. None applicable.

Equalities Impact

10. Not applicable.

Environment and Climate Change considerations

11. None applicable.

Risk Assessment

12. Not applicable.

Financial Implications

13. None applicable.

Procurement Implications

14. None applicable.

Legal Implications

15. Section 85(1) of the Local Government Act 1972 enables a local authority to approve the reason(s) for non-attendance of a Member at any meeting of the authority throughout a period of six consecutive months, provided that approval is given by the authority before the expiry of the six-month period. Council is unable to grant retrospective approval.

Proposals

a) That Council approves the request from Councillor David Jenkins for an extension beyond the six-month period of non-attendance on the grounds of ill health.

b) That such an extension be granted until the next ordinary meeting of Council on 21 May 2019. In the event of that meeting either being cancelled or postponed, such an extension is to remain in place until the next ordinary meeting of the Council.

c) That following the expiry of this extension, Councillor Jenkins will have six months to attend a meeting of the authority, or act as a representative of the

authority on an outside body. If this criteria is not met, or a further extended leave of absence is not agreed, that councillor will thereafter cease to be a member of the authority.

Ian Gibbons

Director of Legal and Democratic Services, and Monitoring Officer

Report Author:

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Background Papers: None

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Wiltshire Council

Full Council

26 February 2019

Review of Proportionality and Allocation of Seats on Committees to Political Groups

Introduction

1. Following changes in the number of seats held by individual political groups on the Council, a request has been received from the Leader of the Independent group for a review of the allocation of seats to political groups.
2. This report guides the Council through the legal requirements in allocating seats to the political groups.

Review of Allocation of Seats to Political Groups

Legal Position

3. Under the Local Government & Housing Act 1989 (“the Act”) and subsequent Regulations, (“the Regulations”), the Council must review the representation of the different political groups on committees when requested to do so by a leader of a political group where changes have occurred in the size of political groups.
4. It is open to the Council when carrying out a review to adopt some arrangement other than that prescribed by the Act and the Regulations. Notice of such a proposal would have to be given in the Summons, and a decision would need to be made with no one voting against it. The remainder of this report assumes that the Council will not want an alternative arrangement to that prescribed by law.

Political Groups

5. There are currently 4 political groups on the Council. The respective strengths of those Groups following these changes are as follows:

Name of Group	Number of councillors in the group
Conservative	67
Liberal Democrat	20
Labour	3
Independent	8

Under the regulations, two or more councillors may form and register a group.

7. This report has been prepared on the basis of the strengths of the various political groups set out in paragraph 5.

Principles

8. The Act sets out four principles which must be followed so far as reasonably practicable. They are:
 - (a) *Preventing domination by a single group:* All the seats on a committee should not be allocated to the same political group.
 - (b) *Ensuring a majority group enjoys a majority on all committees:* If one political group has a majority in the full Council, that political group should have a majority on each committee.
 - (c) *Aggregating all committee places and allocating fair shares:* Subject to the above two principles, the total number of seats on all the committees of the Authority allocated to each political group should be in the same proportion as that political group's seats on the full Council.
 - (d) *Ensuring as far as practicable fairness on each committee:* Subject to the above three principles, the number of seats on each committee of the Authority allocated to each political group should be in the same proportion as that political group's seats on the full Council.

Application of Principles

9. The Council must review the establishment of its committees in accordance with the principles laid down in the Act. Immediately after this is done, each political group should state the names of the councillors it wishes to take its allocated places on committees, including substitutes, and when those wishes are known, the Council is under a duty to make the appointment of those councillors as soon as practicable. It is a legal requirement however that the Council formally approves the appointment of councillors to committees and therefore it is essential that each political group notifies Democratic Services of their nominated councillors to serve on committees, preferably before the Council meeting. Group Leaders may also wish to bear in mind the advantages of achieving a geographical spread of appointees.

Councillors not in a Political Group

10. In the case of councillors who are not members of a political group, a proportion of seats on committees equal to the proportion of Council members who do not belong to a political group has to be reserved, with appointments to these seats being made by the Council at its discretion. There are no ungrouped councillors at this time.

Joint Committees

11. The Police and Crime Panel constituted under the Police and Social Responsibility Act 2011 is a committee of Swindon and Wiltshire and the two councils are required to meet a "balanced appointment objective" whereby members reflects both the geographical and political nature of the two councils plus the skills and experiences

required to fulfil the Panel's functions. Wiltshire's PCP comprised 11 councillors, plus two independent members, with the ratio of councillors 7:4 in favour of Wiltshire.

12. The membership of the PCP must reflect the political proportionality of the two councils when taken together.

13. Swindon's current political composition is as follows:

Conservative: 29
 Lib Dem: 2
 Labour: 25
 Ungrouped: 1

14. When taken with the political composition of Wiltshire the breakdown is as follows:

Conservative	96	7 seats (6.813)
Lib Dem	22	1 seat (1.561)
Labour	28	2 seats (1.987)
Independent	8	1 seat (0.568)
Ungrouped	1	0 seats (0.071)

Swindon is entitled to appoint 2 Conservatives and 2 Labour councillors, leaving Wiltshire to appoint 5 Conservatives, 1 Lib Dem and 1 Independent member.

15. The Wiltshire Pension Fund Committee must also reflect the proportionality of both Wiltshire and Swindon Borough Council when taken together. The Committee is constituted of 5 Wiltshire Councillors, 2 Swindon councillors, 2 voting and 2 non-voting representatives.

16. When taken with the political composition of Wiltshire the breakdown is as follows:

Conservative	96	4 seats (4.335)
Lib Dem	22	1 seat (0.994)
Labour	28	1 seat (1.265)
Independent	8	1 seat (0.361)
Ungrouped	1	0 seats (0.045)

Swindon is entitled to appoint 1 Conservative and 1 Labour councillors, leaving Wiltshire to appoint 3 Conservatives, 1 Lib Dem and 1 Independent member.

Method to Calculate Places

17. The principles in paragraph 8 can be applied in the following sequence:

- (i) Calculate the total number of seats with votes on all the ordinary committees and any Joint Committees.
- (ii) Calculate the proportion that each political group forms of the total membership of the Authority. Reserve an appropriate number of seats for ungrouped members.

- (iii) Apply those proportions to the total number of ordinary committee seats to give the aggregate entitlement of each group; the requirement to apply the proportions “so far as reasonably practicable” can be met by rounding down fractional entitlements of less than half, and rounding up entitlements of a half or more; if this results in a greater aggregate than the number of seats available, the fractional entitlement(s) closest to a half should be rounded in the other direction until entitlements balance the available seats.
 - (iv) Apply the proportions to the number of councillors on each ordinary committee to give provisional entitlement to seats on that committee.
 - (v) If the provisional entitlement gives only one group seats on the committee, adjust the entitlement so that the next largest group has a seat (thus applying principle (a) in paragraph 8).
 - (vi) Finally, adjust the seats on each committee so that the total allocated to each group is as near as possible to their aggregate entitlement, whilst preserving the results reached at steps (iv) and (v) (thus applying principle (c) in paragraph 8).
18. The Council is free to adopt any aggregate number of places on ordinary committees so long as it follows the principles in paragraph 8 and the sequence in paragraph 17.
 19. Upon the establishment of the Electoral Review Committee in October 2017, the Council agreed to allocate a seat to every group on the Council so as to ensure each was represented. The Labour Group were allocated a seat from the Conservative Group they would not be entitled to mathematically. As the Terms of Reference for the Electoral Review Committee have been extended and it is now a long-standing Committee, this report proposes to incorporate this fully into the Council’s political proportionality calculations.
 20. Attached to this report at Appendix 1 is a numerical guide to proportional representation on Committees based on the respective strengths of the political groups set out in paragraph 5.
 21. This indicates that the net effect of the change in political group sizes is that the Independent Group gain two seats, with the Conservative and Lib Dem Groups losing a seat each. A draft scheme of committee places (Appendix 2) is proposed.
 22. The allocation of seats to political groups on the Fire Authority is not affected.
 23. The Health and Wellbeing Board is not subject to the rules of proportionality, however appointments are made by Full Council. A request has been submitted to change the Opposition Group representative on the Health and Wellbeing Board as detailed in section 24 below.

Matters for Decision

24. The Council is asked:
- (a) To note this report and the legal requirements.
 - (b) To confirm the aggregate number and the draft scheme of committee places available to members of the Council as set out in Appendix 2.
 - (c) To make those changes to the appointment of councillors and substitutes to serve on those committees in accordance with the revised scheme of committee places, until the next occasion membership is reviewed under the provisions of the Local Government & Housing Act 1989.
 - d) To appoint Cllr Gordon King as Opposition Group representative on the Health and Wellbeing Board.

Ian Gibbons

Director of Legal and Democratic Services and Monitoring Officer

Report Author: Libby Johnstone- Democratic Services Team Leader

Unpublished documents relied upon in the production of this report: NONE

Appendices

Appendix 1 – Numerical Guide to political proportionality

Appendix 2 – Draft Scheme of Committee Places

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SCHEDULE

Proportional Representation Table

	Conservative	Liberal Democrat	Labour	Ind	Ungrouped	
	67	20	3	8	0	
1	0.684	0.204	0.031	0.082	0.000	1.00
2	1.367	0.408	0.061	0.163	0.000	2.00
3	2.051	0.612	0.092	0.245	0.000	3.00
4	2.735	0.816	0.122	0.327	0.000	4.00
5	3.418	1.020	0.153	0.408	0.000	5.00
6	4.102	1.224	0.184	0.490	0.000	6.00
7	4.786	1.429	0.214	0.571	0.000	7.00
8	5.469	1.633	0.245	0.653	0.000	8.00
9	6.153	1.837	0.276	0.735	0.000	9.00
10	6.837	2.041	0.306	0.816	0.000	10.00
11	7.520	2.245	0.337	0.898	0.000	11.00
12	8.204	2.449	0.367	0.980	0.000	12.00
13	8.888	2.653	0.398	1.061	0.000	13.00
14	9.571	2.857	0.429	1.143	0.000	14.00
15	10.255	3.061	0.459	1.224	0.000	15.00
16	10.939	3.265	0.490	1.306	0.000	16.00
17	11.622	3.469	0.520	1.388	0.000	17.00
18	12.306	3.673	0.551	1.469	0.000	18.00
19	12.990	3.878	0.582	1.551	0.000	19.00
20	13.673	4.082	0.612	1.633	0.000	20.00
21	14.357	4.286	0.643	1.714	0.000	21.00
22	15.041	4.490	0.673	1.796	0.000	22.00
23	15.724	4.694	0.704	1.878	0.000	23.00
24	16.408	4.898	0.735	1.959	0.000	24.00
25	17.092	5.102	0.765	2.041	0.000	25.00
26	17.776	5.306	0.796	2.122	0.000	26.00
27	18.459	5.510	0.827	2.204	0.000	27.00
28	19.143	5.714	0.857	2.286	0.000	28.00
29	19.827	5.918	0.888	2.367	0.000	29.00
30	20.510	6.122	0.918	2.449	0.000	30.00
31	21.194	6.327	0.949	2.531	0.000	31.00
32	21.878	6.531	0.980	2.612	0.000	32.00
33	22.561	6.735	1.010	2.694	0.000	33.00
34	23.245	6.939	1.041	2.776	0.000	34.00
35	23.929	7.143	1.071	2.857	0.000	35.00
36	24.612	7.347	1.102	2.939	0.000	36.00
37	25.296	7.551	1.133	3.020	0.000	37.00
38	25.980	7.755	1.163	3.102	0.000	38.00
39	26.663	7.959	1.194	3.184	0.000	39.00
40	27.347	8.163	1.224	3.265	0.000	40.00
41	28.031	8.367	1.255	3.347	0.000	41.00
42	28.714	8.571	1.286	3.429	0.000	42.00
43	29.398	8.776	1.316	3.510	0.000	43.00
44	30.082	8.980	1.347	3.592	0.000	44.00
45	30.765	9.184	1.378	3.673	0.000	45.00
46	31.449	9.388	1.408	3.755	0.000	46.00
47	32.133	9.592	1.439	3.837	0.000	47.00
48	32.816	9.796	1.469	3.918	0.000	48.00
49	33.500	10.000	1.500	4.000	0.000	49.00
50	34.184	10.204	1.531	4.082	0.000	50.00
51	34.867	10.408	1.561	4.163	0.000	51.00
52	35.551	10.612	1.592	4.245	0.000	52.00
53	36.235	10.816	1.622	4.327	0.000	53.00
54	36.918	11.020	1.653	4.408	0.000	54.00
55	37.602	11.224	1.684	4.490	0.000	55.00
56	38.286	11.429	1.714	4.571	0.000	56.00
57	38.969	11.633	1.745	4.653	0.000	57.00
58	39.653	11.837	1.776	4.735	0.000	58.00
59	40.337	12.041	1.806	4.816	0.000	59.00
60	41.020	12.245	1.837	4.898	0.000	60.00
61	41.704	12.449	1.867	4.980	0.000	61.00
62	42.388	12.653	1.898	5.061	0.000	62.00
63	43.071	12.857	1.929	5.143	0.000	63.00
64	43.755	13.061	1.959	5.224	0.000	64.00
65	44.439	13.265	1.990	5.306	0.000	65.00
66	45.122	13.469	2.020	5.388	0.000	66.00
67	45.806	13.673	2.051	5.469	0.000	67.00
68	46.490	13.878	2.082	5.551	0.000	68.00
69	47.173	14.082	2.112	5.633	0.000	69.00
70	47.857	14.286	2.143	5.714	0.000	70.00
71	48.541	14.490	2.173	5.796	0.000	71.00
72	49.224	14.694	2.204	5.878	0.000	72.00
73	49.908	14.898	2.235	5.959	0.000	73.00
74	50.592	15.102	2.265	6.041	0.000	74.00
75	51.276	15.306	2.296	6.122	0.000	75.00
76	51.959	15.510	2.327	6.204	0.000	76.00
77	52.643	15.714	2.357	6.286	0.000	77.00
78	53.327	15.918	2.388	6.367	0.000	78.00
79	54.010	16.122	2.418	6.449	0.000	79.00
80	54.694	16.327	2.449	6.531	0.000	80.00
81	55.378	16.531	2.480	6.612	0.000	81.00
82	56.061	16.735	2.510	6.694	0.000	82.00
83	56.745	16.939	2.541	6.776	0.000	83.00
84	57.429	17.143	2.571	6.857	0.000	84.00
85	58.112	17.347	2.602	6.939	0.000	85.00
86	58.796	17.551	2.633	7.020	0.000	86.00
87	59.480	17.755	2.663	7.102	0.000	87.00
88	60.163	17.959	2.694	7.184	0.000	88.00
89	60.847	18.163	2.724	7.265	0.000	89.00
90	61.531	18.367	2.755	7.347	0.000	90.00
91	62.214	18.571	2.786	7.429	0.000	91.00

	Conservative	Liberal Democrat	Labour	Ind	Ungrouped	
	67	20	3	8	0	
92	62.898	18.776	2.816	7.510	0.000	92.00
93	63.582	18.980	2.847	7.592	0.000	93.00
94	64.265	19.184	2.878	7.673	0.000	94.00
95	64.949	19.388	2.908	7.755	0.000	95.00
96	65.633	19.592	2.939	7.837	0.000	96.00
97	66.316	19.796	2.969	7.918	0.000	97.00
98	67.000	20.000	3.000	8.000	0.000	98.00
99	67.684	20.204	3.031	8.082	0.000	99.00
100	68.367	20.408	3.061	8.163	0.000	100.00
101	69.051	20.612	3.092	8.245	0.000	101.00
102	69.735	20.816	3.122	8.327	0.000	102.00
103	70.418	21.020	3.153	8.408	0.000	103.00
104	71.102	21.224	3.184	8.490	0.000	104.00
105	71.786	21.429	3.214	8.571	0.000	105.00
106	72.469	21.633	3.245	8.653	0.000	106.00
107	73.153	21.837	3.276	8.735	0.000	107.00
108	73.837	22.041	3.306	8.816	0.000	108.00
109	74.520	22.245	3.337	8.898	0.000	109.00
110	75.204	22.449	3.367	8.980	0.000	110.00
111	75.888	22.653	3.398	9.061	0.000	111.00
112	76.571	22.857	3.429	9.143	0.000	112.00
113	77.255	23.061	3.459	9.224	0.000	113.00
114	77.939	23.265	3.490	9.306	0.000	114.00
115	78.622	23.469	3.520	9.388	0.000	115.00
116	79.306	23.673	3.551	9.469	0.000	116.00
117	79.990	23.878	3.582	9.551	0.000	117.00
118	80.673	24.082	3.612	9.633	0.000	118.00
119	81.357	24.286	3.643	9.714	0.000	119.00
120	82.041	24.490	3.673	9.796	0.000	120.00
121	82.724	24.694	3.704	9.878	0.000	121.00
122	83.408	24.898	3.735	9.959	0.000	122.00
123	84.092	25.102	3.765	10.041	0.000	123.00
124	84.776	25.306	3.796	10.122	0.000	124.00
125	85.459	25.510	3.827	10.204	0.000	125.00
126	86.143	25.714	3.857	10.286	0.000	126.00
127	86.827	25.918	3.888	10.367	0.000	127.00
128	87.510	26.122	3.918	10.449	0.000	128.00
129	88.194	26.327	3.949	10.531	0.000	129.00
130	88.878	26.531	3.980	10.612	0.000	130.00
131	89.561	26.735	4.010	10.694	0.000	131.00
132	90.245	26.939	4.041	10.776	0.000	132.00
133	90.929	27.143	4.071	10.857	0.000	133.00
134	91.612	27.347	4.102	10.939	0.000	134.00
135	92.296	27.551	4.133	11.020	0.000	135.00
136	92.980	27.755	4.163	11.102	0.000	136.00
137	93.663	27.959	4.194	11.184	0.000	137.00
138	94.347	28.163	4.224	11.265	0.000	138.00
139	95.031	28.367	4.255	11.347	0.000	139.00
140	95.714	28.571	4.286	11.429	0.000	140.00
141	96.398	28.776	4.316	11.510	0.000	141.00
142	97.082	28.980	4.347	11.592	0.000	142.00
143	97.765	29.184	4.378	11.673	0.000	143.00
144	98.449	29.388	4.408	11.755	0.000	144.00
145	99.133	29.592	4.439	11.837	0.000	145.00
146	99.816	29.796	4.469	11.918	0.000	146.00
147	100.500	30.000	4.500	12.000	0.000	147.00
148	101.184	30.204	4.531	12.082	0.000	148.00
149	101.867	30.408	4.561	12.163	0.000	149.00
150	102.551	30.612	4.592	12.245	0.000	150.00
151	103.235	30.816	4.622	12.327	0.000	151.00
152	103.918	31.020	4.653	12.408	0.000	152.00
153	104.602	31.224	4.684	12.490	0.000	153.00
154	105.286	31.429	4.714	12.571	0.000	154.00
155	105.969	31.633	4.745	12.653	0.000	155.00
156	106.653	31.837	4.776	12.735	0.000	156.00
157	107.337	32.041	4.806	12.816	0.000	157.00
158	108.020	32.245	4.837	12.898	0.000	158.00
159	108.704	32.449	4.867	12.980	0.000	159.00
160	109.388	32.653	4.898	13.061	0.000	160.00
161	110.071	32.857	4.929	13.143	0.000	161.00
162	110.755	33.061	4.959	13.224	0.000	162.00
163	111.439	33.265	4.990	13.306	0.000	163.00
164	112.122	33.469	5.020	13.388	0.000	164.00
165	112.806	33.673	5.051	13.469	0.000	165.00
166	113.490	33.878	5.082	13.551	0.000	166.00
167	114.173	34.082	5.112	13.633	0.000	167.00
168	114.857	34.286	5.143	13.714	0.000	168.00
169	115.541	34.490	5.173	13.796	0.000	169.00
170	116.224	34.694	5.204	13.878	0.000	170.00
171	116.908	34.898	5.235	13.959	0.000	171.00
172	117.592	35.102	5.265	14.041	0.000	172.00
173	118.276	35.306	5.296	14.122	0.000	173.00
174	118.959	35.510	5.327	14.204	0.000	174.00
175	119.643	35.714	5.357	14.286	0.000	175.00
176	120.327	35.918	5.388	14.367	0.000	176.00
177	121.010	36.122	5.418	14.449	0.000	177.00
178	121.694	36.327	5.449	14.531	0.000	178.00
179	122.378	36.531	5.480	14.612	0.000	179.00
180	123.061	36.735	5.510	14.694	0.000	180.00
181	123.745	36.939	5.541	14.776	0.000	181.00
182	124.429	37.143	5.571	14.857	0.000	182.00
183	125.112	37.347	5.602	14.939	0.000	183.00
184	125.796	37.551	5.633	15.020	0.000	184.00

SCHEDULE OF COMMITTEE PLACES

February 2019

Committee	Total Number of Places for Elected Members	Conservative Group Allocation (67 seats)	Liberal Democrat Group Allocation (20 seats)	Labour Group Allocation (3 seats)	Independent Group Allocation (8 seats)
Strategic Planning	11	8	2	0	1
Area Planning Committees					
North	11	8	3	0	0
South	11	7	1	1	2
East	8	7	0	0	1
West	11	7	3	0	1
Licensing	12	8	3	0	1
Electoral Review	10	6	2	1	1
Overview and Scrutiny Management	15	10	3	1	1
Children's Select	13	9	3	0	1
Environment Select	13	8	3	1	1
Health Select	13	9	3	0	1
Standards	11	8	2	0	1
Police and Crime Panel	7	5	1 (-1)	0	1 (+1)
Audit	11	8	2	1	0

Appeals	8	5	2	0	1
Staffing Policy	9	6	2	1	0
Officer Appointments	5	4	1	0	0
Pension Fund	5	3 (-1)	1	0	1 (+1)
TOTALS:	184	126 (125.796)	37 (37.551)	6 (5.663)	15 (15.020)