

SUMMONS

Meeting: Council
Place: [Online meeting](#)
Date: Tuesday 20 October 2020
Time: 10.30 am

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

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

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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 Meetings** (*Pages 7 - 70*)

To approve as a correct record and sign the minutes of the meetings held on 21 July 2020 and 9 September 2020.

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** (*Pages 71 - 72*)

No petitions have been received for this meeting.

6 **Public Participation**

The Council welcomes contributions from members of the public. During the ongoing Covid-19 situation the Council is operating revised procedures and the public are able participate in meetings online after registering with the officer named on this agenda, and in accordance with the deadlines below.

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Statements

Members of the public who wish to submit a statement in relation to an item on this agenda should submit this electronically to the officer named on this agenda **no later than 5pm on 15 October 2020**. Up to three speakers are allowed for each item.

Each statement must:

State whom the statement is from (including if representing another person or organisation);

state points clearly, and;

be readable aloud in approximately 3 minutes.

Questions

Those wishing to ask questions are required to give notice of any such questions electronically to the officer named on the front of this agenda no later than **5pm on 13 October 2020** in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than **5pm on 15 October 2020**.

Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent. Details of any questions received will be circulated to members prior to the meeting and made available at the meeting and on the Council's website; they will be taken as read at the meeting.

BUDGET AND POLICY FRAMEWORK

7 **Capital Programme Additions Quarter 1 2020/21** (*Pages 73 - 78*)

A report from the Chief Executive.

8 **Corporate Parenting Strategy Update and Corporate Parenting Panel Annual Report** (*Pages 79 - 128*)

Report from the Chief Executive.

ITEMS FOR COUNCIL

9 **Consultation on 'Planning for the Future' - Government White Paper** (*Pages 129 - 138*)

A report from the Chief Executive.

10 **Proposed Changes to the Constitution** (*Pages 139 - 158*)

A report from the Monitoring Officer.

COUNCILLORS' MOTIONS

11 **Notices of Motion**

To consider the following notices of motions:

- 11a) **Notice of Motion No. 23 - Footpath and Cycleway Links** (*Pages 159 - 160*)

OTHER ITEMS OF BUSINESS

12 **Appointment of an Independent Remuneration Panel for Wiltshire** (*Pages 161 - 164*)

A report from the Chief Executive.

13 **Appointments to the Wiltshire Pension Fund Committee and Local Pension Board** (*Pages 165 - 168*)

A report from the Chief Executive.

14 **Announcements from Cabinet and Committees**

a) The Leader, Cabinet members and Chairmen of Committees will be invited to make any important announcements.

b) Councillors will be given the opportunity to raise questions to the Chairmen of Committees or to the Dorset and Wiltshire Fire Authority on the minutes of their meetings, [available here](#).

c) Councillors will be given an opportunity to raise general issues relating to Area Boards but not specific local issues.

15 **Membership of Committees and Review of Allocation to Political Groups** (*Pages 169 - 178*)

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

16 **Councillors' Questions**

Councillors were required to give notice of any such question in writing to the officer names on the first page of this agenda **no later than 5pm** nine clear working days before the meeting – **Tuesday 6 October** in order to be guaranteed a written response.

Any question received after 5pm on 6 October 2020 and no later than 5pm four clear working days before the meeting, **Tuesday 13 October 2020**, may only receive a verbal response at the meeting. Any questions received after this date will be received at the next meeting.

Questions may be asked without notice if the Chairman determines 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

Terence Herbert
Chief Executive
Wiltshire Council
Bythesea Road
Trowbridge
Wiltshire

Council

MINUTES OF THE COUNCIL MEETING HELD ONLINE ON 21 JULY 2020

Present:

Cllr Richard Gamble (Chairman), Cllr James Sheppard (Vice-Chairman), 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, Cllr Andrew Bryant, 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 Anna Cuthbert, Cllr Kevin Daley, Cllr Brian Dalton, Cllr Jane Davies, Cllr Andrew Davis, Cllr Tony Deane, Cllr Christopher Devine, Cllr Stewart Dobson, Cllr Bill Douglas, Cllr Mary Douglas, Cllr Peter Evans, Cllr Sue Evans, Cllr Peter Fuller, Cllr Sarah Gibson, Cllr Gavin Grant, Cllr Jose Green, Cllr Howard Greenman, Cllr Mollie Groom, Cllr David Halik, Cllr Russell Hawker, Cllr Ross Henning, Cllr Mike Hewitt, Cllr Alan Hill, Cllr Sven Hocking, Cllr Nick Holder, Cllr Ruth Hopkinson, Cllr Atiqul Hoque, Cllr Jon Hubbard, Cllr Chris Hurst, Cllr Peter Hutton, Cllr Hayley Illman, Cllr Simon Jacobs, Cllr Tony Jackson, Cllr George Jeans, Cllr Bob Jones MBE, Cllr Carole King, Cllr Gordon King, Cllr Edward Kirk, Cllr Jerry Kunkler, Cllr Jacqui Lay, Cllr Jim Lynch, Cllr Brian Mathew, Cllr Laura Mayes, Cllr Ian McLennan, Cllr Nick Murry, Cllr Paul Oatway QPM, Cllr Steve Oldrieve, Cllr Ashley O'Neill, Cllr Christopher Newbury, Cllr Stewart Palmen, Cllr Horace Prickett, Cllr Leo Randall, Cllr Fleur de Rhé-Philippe MBE, Cllr Pip Ridout, Cllr Ricky Rogers, Cllr Tom Rounds, Cllr Jonathon Seed, Cllr John Smale, Cllr Toby Sturgis, Cllr Melody Thompson, Cllr John Thomson, Cllr Ian Thorn, Cllr Jo Trigg, Cllr Tony Trotman, Cllr John Walsh, Cllr Bridget Wayman, Cllr Fred Westmoreland, Cllr Philip Whalley, Cllr Stuart Wheeler, Cllr Philip Whitehead, Cllr Suzanne Wickham, Cllr Christopher Williams, Cllr Graham Wright and Cllr Robert Yuill

38 Apologies

Apologies for absence were received from Cllrs Matthew Dean, Nick Fogg MBE and Andy Phillips.

39 Minutes of Previous Meeting

The minutes of the Meeting held on 16 June 2020 were presented.

Resolved:

That the minutes of the last Council meeting held on 16 June 2020 be approved as a correct record and signed by the Chairman.

40 **Declarations of Interest**

There were no declarations of interest.

41 **Announcements by the Chairman**

The Chairman made the following announcements:

- a) The Chairman had only attended one formal engagement since the last meeting, which was the flag raising ceremony for National Armed Forces Day on 26 June 2020.
- b) The Chairman congratulated Salisbury City Council, who were recently awarded a Quality Gold award by the National Association of Local Councils, one of only 53 out of 10,000 councils nationally with this award.
- c) The Chairman requested that Council noted the recent announcement by the Leader on changes to Cabinet Members, Cabinet responsibilities, and Cabinet Portfolio Holders, which was shown on screen and would be included in the minutes.
- d) The Chairman stated that in normal times the council utilised recorded voting, taking advantage of the electronic voting system in the Council Chamber. This was established by amendment to the constitution following a Motion to Council in October 2017.

However, at the present time there was not a secure and reliable method of electronic voting to utilise for that purpose. A recorded vote could only be made by taking a formal roll call vote.

It was explained that a formal recorded vote was only required by law for items setting the authority's budget and determining the level of council tax to be levied. Which did not apply to any items on the meeting's agenda.

Therefore, for that meeting only, and following consultation with Group Leaders and the Constitution Focus Group, the Chairman proposed that Paragraphs 22.6.2-22.6.4 of Part 4 of the Constitution be suspended to ensure the meeting could be managed in an efficient way given the number of items on the agenda.

The Chairman proposed that for the substantive items on the meeting's agenda the 'Raise hand' function in Microsoft Teams could be used.

Individual members would still be able to request their particular vote was recorded if desired.

Less substantive items (which did not normally require a recorded vote) would continue to be taken by the assent of the meeting, when only those against would be asked to raise their hands.

After explaining the above the Chairman moved the motion to suspend Paragraphs 22.6.2-22.6.4 of Part 4 of the Constitution, for the current meeting only.

The motion was seconded by Cllr James Sheppard.

The Chairman then followed the voting process as described above.

Resolved:

To suspend Paragraphs 22.6.2-22.6.4 of Part 4 of the Constitution for the current meeting only.

42 **Petitions Received**

A petition had been received requesting that Wiltshire Council urgently redesign the zebra crossing in Newtown, Trowbridge to make it safe, which was presented to the meeting by Cllr Stewart Palmen, Trowbridge Central Division. The petition could be viewed online [here](#), it had over 800 signatures and had been started by Chris Hoar. Cllr Palmen stated that there had been an accident at the crossing recently and that there had been several there in the past.

Cllr Palmen read a statement on behalf of resident Lisa Hartley. The statement detailed accidents and near misses at the crossing and that some other crossings outside schools in Trowbridge had ramps to reduce speed. It was hoped that measures such as these could be used at the Newtown crossing, before there was a fatal accident.

Cllr Palmen stated that he hoped that the ability for residents to log near misses could be improved, as the Council only tended to react after logged accidents occurred.

Cllr Wayman, as the Cabinet Member for Highways and Transport, responded to the petition. Cllr Wayman had already written to Cllr Palmen regarding the incident which she was very sorry to hear about. The crossing had been continually monitored over the years and on several occasions improvements had been implemented. The only reported injury was in October 2019 and no pedestrians were involved in that incident. It was also stated that the wider Newtown area was subject to a 20mph speed limit assessment. CATG had met virtually on 23 April 2020 and were also looking at the crossing, it was agreed that it would be beneficial for the CATG to undertake additional observations.

The Chairman requested that Council receive the petition and note that a response would be provided by the Highways Team. This was seconded by Cllr James Sheppard.

Resolved:

To receive the petition and to note that a response would be provided by the Highways team.

43 **Petitions Update**

The Chairman stated that there had been no additional petitions received.

Resolved:

To note the update on petitions.

44 **Public Participation**

The Chairman explained the rules for public participation as detailed in the agenda.

28 questions were submitted for the meeting. Those relevant to a particular item on the agenda would be taken under that item.

All questions received and the written responses provided were published in agenda supplement 2 and would be taken as read at the meeting.

The Chairman then invited those members of the public whose question did not relate to a particular agenda item whether they wished to ask a supplementary question, or to receive their verbal response, as follows:

- P20-13 – Ros Edwards had submitted a question to Cllr Clewer, Deputy Leader of the Council and Cabinet Member for Corporate Services, Heritage, Arts, Tourism, Housing and Communities, regarding how local food suppliers fit in to Wiltshire Council's recovery plan. A written response was provided in agenda supplement 2. Ros Edwards thanked Cllr Clewer for his response and asked a supplementary question regarding Wiltshire Council's support for direct sales and short supply chains, as these could benefit the county's health and the local and rural economy. Cllr Clewer gave a verbal response stating that sourcing products locally was important and that he supported fresh and local supply chains.

45 **Wiltshire Council's Response to the Climate Emergency (Carbon Reduction) and Business Plan Update**

The Chairman invited Cllr Richard Clewer, Deputy Leader of the Council and Cabinet Member for Corporate Services, Heritage, Arts, Tourism, Housing and Communities to introduce a report on Wiltshire Council's Response to the Climate Emergency and Business Plan Update. The report was on pages 41 - 62 of the agenda and the proposed addendum to the Business Plan was at pages 55 – 56.

Cllr Clewer explained there were two elements to the report. It was stated that an addendum was being added to the Business Plan on climate change.

The report also detailed the Council's response to the climate emergency and the efforts being undertaken for Wiltshire Council to become carbon neutral by 2030. Some elements being undertaken to accomplish this were:

- Changing street lights to LED's;
- Aiming to build zero carbon new Council houses;
- Retro fitting existing Council housing stock to make them more efficient;
- A new Head of Carbon Reduction (Ariane Crampton) had been employed and would work with Overview and Scrutiny to achieve aims;
- Setting up a Climate Board;
- Focusing on walking and cycling;
- Electric buses in Salisbury Park and Ride sites;
- Joining the Countryside Climate Network as a founder member, which focused on issues faced by rural councils;
- Increasing engagement with the public;
- The strategies being developed would be out for consultation later in 2020 before coming back to Council in 2021 for approval.

Cllr Clewer proposed, seconded by Cllr Whitehead, that the recommendations as laid out in the report be adopted.

The Chairman invited Cllr Graham Wright as Chairman of the Wiltshire Council Global Warming and Climate Change Emergency Task Group and the Overview and Scrutiny Management Committee to speak to the report. Cllr Wright stated that the Task group had looked at all of the proposals, had made some minor adjustments and were fully supportive of the recommendations.

Public Participation:

- A statement had been received from Chris Caswill regarding reducing carbon and its priority in the Covid recovery plan. The statement was read out by the Democratic Services Officer. Cllr Clewer responded stating that Carbon reduction was being embedded in every part of the recovery plan.

All questions and their written responses were contained in agenda supplement 2. All questions were taken as read at the meeting and supplementary questions were asked as follows:

- P20-11 – Andrew Nicolson had submitted a question to Cllr Bridget Wayman and Cllr Toby Sturgis regarding road schemes on the A350 and the SWLEP Rail Strategy. Andrew Nicholson asked a supplementary question regarding when Wiltshire Council would develop a local rail strategy as part of the local transport plan and what weight were the council giving to the SWLEP Local Rail Strategy. Cllr Wayman responded stating that the local plan and part of the local transport plan

was currently being reviewed. It would be built into the new local transport plan. They had cognisance of the SWELP strategy and it was being taken into account.

- P20-12 – Andrew Nicolson had submitted a question to Cllr Wayman and Cllr Sturgis regarding the Chippenham Urban Expansion distributor road and traffic forecasting. Andrew Nicholson asked a supplementary question of Cllr Whitehead regarding the basis Wiltshire Council had for the claim that Homes England was requiring them to withhold information about the HIF bid. Furthermore, when the web page regarding the Chippenham Urban Expansion and HIF bid information would go live. Cllr Whitehead responded verbally that confidentiality requests had been made by Homes England, Wiltshire Council would release the information when allowed to, apart from confidential commercial information, but could not do this until the contract was finalised. The Public Consultation was always going to start in the summer 2020 (not early 2020) and had been delayed due to Covid, they now aimed to start this towards the end of 2020. They would go fully public with all information when able to.
- P20-32 – Brig Oubridge had submitted a question to Cllr Clewer regarding plans to reduce carbon emissions from motor vehicles and actions being taken to ensure that the Council's development and planning policies would aid reaching the net carbon zero target in 2030, to which a written response was provided. Brig Oubridge asked a supplementary question regarding how Wiltshire Council was to hit its 2030 carbon neutral target if it waited for the Department of Transport to produce a strategy. Cllr Clewer provided a verbal response stating that the Council could not pass legislation, for example on motor vehicles, so it had to wait for Government to act on some elements. It was also necessary to have the infrastructure in place to deal with the solution, for example electric or hydrogen. As a large rural county people needed to get to places and as half of Wiltshire still lived in rural villages cycling could not provide a solution for everything. It was necessary to get the public on board and to put pressure on central Government to act.

The Chairman then invited group leaders to speak before opening the debate to all Members.

Cllr Philip Whitehead, leader of the Council, stated that due to a previous Council motion proposed by Cllr Thorn, Council had agreed that amendments would be made to the business plan to include carbon reduction. Rather than making ad-hoc amendments throughout the plan it was decided to add an appendix to the business plan covering carbon reduction, until a new business plan was produced in 2021. Climate change needed to be integral in all elements of the business plan.

Cllr Thorn, Leader of the Liberal Democrat Group, thanked the public for their statements and questions. He agreed with a number of the points made, particularly Chris Caswill's point that climate emergency themes go right

through the organisation including the recovery from Covid. Cllr Thorn also agreed with the points made regarding rail travel. He agreed with Cllr Clewer that Wiltshire as a rural county faced specific problems. Cllr Thorn felt the document was a tremendous step in the right direction, however he would have liked the words of his motion to be added to the report since this work had been requested by him.

Cllr Clark, as Leader of the Independents, stated that he agreed with all that had been said.

Cllr Rogers, as Leader of the Labour Party, thanked Cllr Clewer for his report and stated that he would like the Council to press on with things that were within the Council's control, such as Council Housing Stock.

There were no amendments moved by Group Leaders and debate was opened to all Members.

Statements in support included that this was a good step forward and the embedding of climate change into the Business Plan was welcome.

Other comments included that the Council was starting from a poor base, the new administration in 2017 had failed to add climate change to the Business Plan and there had been missed opportunities on street lighting. A question was asked as to when the new Climate Change Team would be up and running. A question was also asked as to why the second tranche of Government funding for cycling initiatives was taking so long to implement. Comments were also made that the Council should share all information regarding the HIF bid.

Further comments were made regarding rail strategy, which included there was felt to be little interest in the major rail line in the South of Wiltshire and a route that was strategic to the Country.

It was stated that the numbers and location of electric car charging points needed to be increased and the maintenance of current stock should be improved, as sometimes they were not working.

It was suggested that some Area Board funding could be ringfenced to support local green projects.

Cllr Wayman responded to points raised during the debate, on street lighting Cllr Wayman stated that proposals had to be financially viable. Where they were, they would be implemented. Bids to the central Government cycling funding had to be received by 7 August 2020, over 500 proposals from Parishes had been received and these were currently being looked at. Cllr Wayman stated that attendance at the SELCA meetings mentioned by Cllr Devine was very thin and the Council now attended a more effective meeting. Proposals had been put forward by the Council to various funding streams regarding railways.

Cllr Clewer responded to points raised during the debate, stating that Cabinet Members had considered the Climate Emergency motion at Council but specific elements were undeliverable due to the wording of the motion.

Regarding missed opportunities on street lighting Cllr Clewer stated that proposals had to be financially viable. It was stated that all schemes he proposed would reduce carbon, be fully funded and deliver savings. Carbon reduction projects must be sustainable long term. The Climate Change Team would hopefully be established by October 2020.

Regarding the HIF bid, Wiltshire Council had to build houses to meet Government housing targets. It enabled the Council to make development eco-friendlier and more sustainable and they were aiming for net zero carbon development.

Cllr Clewer stated that he would look into any issues with electric car charging points and get them resolved. The Council would look at significantly improving the existing Council Housing stock to make it more energy efficient.

Area Board funding was being looked at as a result of Covid, and the possibility of ringfencing money for green projects would be looked in to.

Regarding rail strategy there was a lot of effort being put into this and work was currently being undertaken in progressing the Devizes station proposal.

The Chairman then followed the procedure for voting on substantive items outlined under minute 41 - Chairman's announcements and it was;

Resolved:

- 1. To amend the Business Plan 2017-2027 to include a Climate Emergency addendum as detailed in paragraph 8 and Appendix 1 of the agenda report (page 41 – 62).**
- 2. To note the actions taken in response to the climate emergency since November 2019.**

46 Statement of Community Involvement

The Chairman invited Cllr Toby Sturgis, Cabinet Member for Spatial Planning, Development Management and Investment, to introduce the item.

Cllr Sturgis explained that The Statement of Community Involvement (SCI) was a statutory document that must be reviewed every five years. There had been legislative changes since the last SCI was reviewed in 2015, so changes needed to be made to update the document. The new SCI could be seen at appendix 1 of the agenda report (pages 71 – 106 of the agenda).

Temporary arrangements also needed to be implemented as a result of Covid and these temporary changes could be seen at appendix 2 (page 107 – 122 of the agenda).

It was hoped that the new document would also be more user friendly.

Following the last Cabinet meeting an amendment was agreed to the first sentence of paragraph 8.11 as follows:

8.11 We also encourage developers and applicants to engage with local people and communities including Town and Parish Councils and with neighbours, when appropriate, before submission of a planning application.

Cllr Stugis proposed a motion to adopt the proposals as set out in the agenda report (page 64) with the amendment in wording described above. This was seconded by Cllr Bridget Wayman.

There was no public participation received for this item.

The Chairman then invited group leaders to speak before opening the debate up to all members.

Cllr Philip Whitehead, Leader of the Council, thanked those who had produced the SCI document as he felt that it detailed all relevant information in a straightforward and readable way.

Cllr Ian Thorn, Leader of the Liberal Democrat Group, stated that he was pleased that the amendments had been made to the proposals. Cllr Thorn noted that private developers could not be mandated to follow the document. It was hoped that the Stone Circle development company would lead by example and follow the methodologies described in the document.

Cllr Ernie Clark, Leader of the Independent Group stated that any improvements were welcome, but that Wiltshire Council needed to listen to members of the community.

Cllr Ricky Rogers, Leader of the Labour Group stated that the amended document was welcome and felt that this was a step forward for community involvement.

The Chairman then opened the debate.

Cllr Gavin Grant noted that there was no statutory provision requiring developers to consult with the community. However, he requested that the officer reports on planning applications include details on whether developers have followed the process and engaged with the local community.

Cllr Sturgis responded to some of the points raised, he agreed that Stone Circle should be exemplary in following the recommendations in the document and was sure that Cllr Clewer would take this on. Cllr Sturgis stated that reports should contain matters to be considered by the committee and it was not mandatory for developers to follow these methods therefore inclusions in officer reports to committee required careful consideration.

The Chairman then followed the procedure for voting on substantive items outlined under minute 41 - Chairman's announcements and it was;

Resolved:

That Council:

- i) Adopts the Statement of Community Involvement as set out in Appendix 1 (as amended).**
- ii) Adopts the Statement of Community Involvement 'Temporary Arrangements' as set out in Appendix 2.**
- iii) Delegates authority to the Director for Economic Development and Planning in consultation with the Cabinet Member for Spatial Planning, Development Management and Property to: make amendments to (i) and (ii) in the interests of clarity and accuracy before publishing it on the Council's website; and determine when the Temporary Arrangements in (ii) cease to have effect.**

47 Treasury Management Annual Outturn Report

The Chairman invited Cllr Pauline Church, Cabinet Member for Finance, Procurement and Commercial Investment, to introduce the item. The report was at Pages 123 - 146 of the agenda.

Cllr Church stated that the report covered the period from 1 April 2019 to 31 March 2020 and it had been presented to Cabinet on 14 July 2020. Wiltshire Council was continuing with the policy of financing capital expenditure through maximising the use of capital receipts, capital grants and internal borrowing. External borrowing had been minimised resulting in the Council under borrowing by £153.9 million, which avoided net external interest costs of around £2.7 million. Wiltshire Council had met all legislative and regulatory requirements and had not breached any performance indicators. Wiltshire Council had no liquidity difficulties and there had been no new borrowing undertaken during the year.

Cllr Church proposed a motion that the Council note that the contents of the Treasury Management Annual Outturn Report were in line with the Treasury Management Strategy 2019/2020. This was seconded by Cllr Simon Jacobs.

There was no public participation received for this item.

The Chairman then invited group leaders to speak before opening the debate up to all members.

Cllr Philip Whitehead, Leader of the Council, thanked those who had produced the report, he stated that he was pleased that Wiltshire Council was within all performance indicators and were under borrowed, saving spending on interest payments. However, Cllr Whitehead stated steps were being taken to improve forecasting in this challenging time.

Cllr Ian Thorn, Leader of the Liberal Democrat Group, welcomed Cllr Church to her new role. Cllr Thorn agreed with Cllr Whitehead regarding forecasts and actual spend.

Cllr Ernie Clark, Leader of the Independent Group had no comment.

Cllr Ricky Rogers, Leader of the Labour Group stated that he was happy to receive the report and it was welcome news.

The Chairman then opened the debate. No Cllrs wished to speak on this item.

Cllr Church responded to some of the points previously raised, stating that the investments were predominately in banks and were detailed in paragraph 28 of the report (page 131).

As no Cllrs spoke against the item the Chairman requested that the vote be undertaken by just asking for those against the motion to raise their hands and it was;

Resolved:

That Council note that the contents of the report were in line with the Treasury Management Strategy 2019/2020.

The meeting was adjourned for 30 minutes to allow for a lunch break.

48 **Overview and Scrutiny Annual Report**

The meeting reconvened at 1.00pm after the 30 minute lunch break.

The Chairman invited Cllr Graham Wright, Chairman of the Overview and Scrutiny Management Committee, to present the report as detailed at Pages 147 – 152 of the agenda.

Cllr Wright highlighted that Overview and Scrutiny had played a key role in helping to develop Council policy and holding decision makers to account. They had submitted 138 recommendations to improve services. Cllr Wright thanked all of those involved with the scrutiny process. Overview and Scrutiny was now focusing on the response to Covid-19 and the recovery phase. Thanks was passed on to all the various scrutiny committees, their Chairs and Vice-Chairs. Overview and Scrutiny would continue to act as a critical friend to decision makers and would support innovation and acting as the voice of the people and councillors.

The Chairman proposed a motion that the Council received and noted the annual report of the Overview and Scrutiny Committee, this was seconded by Cllr Jacqui Lay.

There was no public participation received on this item.

The Chairman then invited group leaders to speak before opening the debate up to all members.

Cllr Philip Whitehead, Leader of the Council, thanked Overview and Scrutiny for all their work throughout the year and on the Covid response. He particularly thanked Cllr Wright and the Chairs and Vice-Chairs of the Scrutiny Committees.

Cllr Ian Thorn, Leader of the Liberal Democrat Group, echoed Cllr Whitehead's comments. Cllr Thorn stated that he was very impressed with the report.

Cllr Ernie Clark, Leader of the Independent Group endorsed all that had been said previously and also expressed thanks to all Scrutiny Members.

Cllr Ricky Rogers, Leader of the Labour Group echoed previous comments and thanked Cllr Graham Wright and all Scrutiny Members.

The Chairman then opened the debate.

Cllr Chuck Berry expressed thanks to Scrutiny Members and also expressed thanks to all Scrutiny officers, particularly Paul Kelly, Head of Democracy, who had now left the Council.

Cllr Jon Hubbard echoed the thanks to the outstanding Scrutiny Team. He also thanked the administration for continuing the robust Scrutiny function.

Cllr Stuart Wheeler, as the new Chair of the Environment Select Committee thanked Scrutiny officers for their support, he also paid tribute to the outgoing Chair of Environment Select Cllr John Smale and his Vice-Chair Cllr Bob Jones MBE. He looked forward to working on the Environment Select Committee and thanked all Members of the Committee and its Task Groups.

Cllr Jacqui Lay stated we needed to get the message over that Scrutiny was about all Members working together and expressed the wish that more Members would become involved in task groups. She also hoped that the public could be made more aware of the Scrutiny function so that they could engage in it.

Cllr Wright thanked everyone for the kind words.

Resolved:

That Council note the annual report of Overview and Scrutiny.

49 **Designation of Statutory Functions**

The Chairman invited Cllr Philip Whitehead to introduce the item and stated that the report could be found at pages 153 – 164 of the agenda.

The item involved the designation of statutory functions following a restructure, a report went through Cabinet on 9 June 2020 outlining proposals to change the Tier 1 Senior Management structure. After consultation with staff and Members the interim structure was implemented on 1 July 2020. As a result, the changes to the statutory functions needed to be confirmed.

Cllr Whitehead proposed a motion to approve the recommendations on pages 153 and 154 of the agenda. This was seconded by Cllr Richard Clewer.

The Chairman then invited group leaders to speak.

Cllr Ian Thorn, Leader of the Liberal Democrats queried why the interim designation of titles for DASS, DCS and the Section 151 Officer was taking place prior to the final review.

Cllr Ernie Clark, Leader of the Independent Group stated that he had nothing to add.

Cllr Ricky Rogers, Leader of the Labour Group stated that he was happy with the proposals.

The item was then opened to debate.

Cllr Jon Hubbard stated that he was concerned regarding the designation of DASS and DCS to the same role as this was not thought to be best practise. He thought it would be more appropriate to wait until after the review had taken place. Cllr Hubbard requested that in future it may be of benefit to consult the relevant Select Committee Chairs in designation of statutory functions.

Cllr Philip Whitehead responded that there was an issue of timing around this. Statutory roles had to be allocated at all times, the Tier 2 roles were in the process of being allocated, which is why the designation was interim. There was a process that had to be followed. Cllr Whitehead invited Terence Herbert, Chief Executive Officer, to give further details.

Terence Herbert explained that Alison Elliott the DASS had left the organisation, therefore the role had to sit with one of the directors. After careful consideration and discussion, it was decided that the designation of DASS should sit at Corporate Director level. When the final review took place, relevant Members would be consulted.

At the conclusion of the debate it was;

Resolved

That Council:

- a. Approve the designation of statutory functions as follows:**
 - i. Returning Officer (RO) and Electoral Registration Officer (ERO) to the Chief Executive.**

ii. Head of Paid Service to the Chief Executive

b. Note the interim designation of the Director of Adult Social Services (DASS) AND Director of Children’s Services (DCS) to the interim Corporate Director for People pending a review of tier 2 senior leadership structure.

c. Note the interim designation of the Section 151 Officer to the interim Corporate Director of Resources pending a review of tier 2 senior leadership structure.

d. Note that the other designated statutory roles are unchanged as a result of the restructure and remain with existing postholders namely:

- i. Director of Public Health (DPH) with the post of Director of Public Health**
- ii. Monitoring Officer with the post of Director of Legal and Governance**

e. Authorise the Monitoring Officer to make any consequential changes to the Constitution arising from the designation of the statutory functions outlined above.

50 Proposed Changes to the Constitution

The Chairman invited Cllr Richard Clewer who had responsibility for Corporate Services to present the report on the proposed changes to the constitution. The report could be found at pages 165 - 172 of the agenda. The proposed changes to Part 3B were at Pages 185-192, the revised Protocol 2 was at Pages 209 – 228, and the revised Part 15 at Pages 237 – 246.

There following elements were highlighted:

- Changes to the terms of reference for the Electoral Review Committee. Within that were also some policy framework changes. It was explained that there was some ambiguity in the wording of two of the paragraphs, specifically paragraphs 1.1 – 1.2 of Part 3B of the constitution, so it was recommended that this go back to the Constitution Focus Group for further consideration.
- Pensions and how the pension fund worked, dealt with in protocol 2 of the constitution.
- Staff policy behaviour, which had been through the Constitution Focus group, Staffing Policy Committee and Standards Committee.

Cllr Clewer proposed a motion to:

1. To approve the proposed changes to Part 3B of the Constitution as detailed in Appendix 2, with the exception of sections at paragraphs 1.1-1.2 to be referred to the Constitution Focus Group for further consideration.

2. To approve the proposed changes to Protocol 2 of the Constitution as detailed in Appendix 4.
3. To approve the proposed changes to Part 15 of the Constitution as detailed in Appendix 6.

This was seconded by Cllr Philip Whitehead.

A statement had been received from Chris Caswill regarding his concerns relating to the changes to part 3B of the constitution. The statement was read out by the Democratic Services Officer. It was stated that the proposed wording appeared to remove the requirement that certain decisions be made at Full Council. Cllr Clewer had already responded during his proposal, stating that the paragraphs in question would be referred back to the Constitution Focus Group to address any ambiguity on wording, however it was not the intention that Full Council involvement in the planning policy be removed.

Cllr Ian Thorn, Leader of the Liberal Democrat Group, requested confirmation that the paragraphs being referred back to the Constitution Focus Group (1.1-1.2 of Part 3B of the constitution) did relate to the issues raised by Chris Caswill in his statement and would not be adopted today.

Cllr Ernie Clark, Leader of the Independent Group echoed the concerns raised by Chris Caswill.

Cllr Ricky Rogers, Leader of the Labour Group stated that as the ambiguous paragraphs were being referred back to the Constitution Focus Group, he was happy to support the proposals.

The Chairman then opened the debate.

Councillors clarification that it was not the intention to remove Full Council's right to debate on these important planning policies and documents.

Cllr Gordon King noted that important strategies such as the Child Poverty Strategy were close to needing review.

Cllr Richard Clewer responded that there was no intention that any of the planning documents or policies mentioned would not be brought to Full Council. The aim was to try and simplify a list that had a number of out of date items on it.

At the conclusion of the debate it was

Resolved:

- 1. To Approve the proposed changes to Part 3B of the Constitution as detailed in Appendix 2, with the exception of sections at paragraphs 1.1-1.2 to be referred to the Constitution Focus Group for further consideration**

2. To approve the proposed changes to Protocol 2 of the Constitution as detailed in Appendix 4.
3. To approve the proposed changes to Part 15 of the Constitution as detailed in Appendix 6.

51 **Notice of Motion No 21 -Walking and Cycling**

The Chairman announced that a motion had been received from Cllr Brian Matthew as amended in agenda supplement 1.

Cllr Brian Matthew explained that the Covid-19 response had included short-term works to re-prioritise walking and cycling. It was proposed that this response could be built on, to ensure that our roads were safe for walkers, cyclists and horse riders. This would help to reduce road traffic and pollution, whilst also improving public health.

Cllr Brian Mathew proposed the motion. This was seconded by Cllr Ross Henning.

Cllr Matthew also requested that there was a recorded vote on this item.

Public Participation

- Dave Knight, representing the Royal Wootton Bassett Environment Group, had submitted a statement in support of the motion. The statement was read by the Democratic Services Officer.
- Jane Laurie had submitted a statement in support of the motion. The statement was read by the Democratic Services Officer.
- Bill Jarvis had submitted a statement in support of the motion.

Cllr Bridget Wayman, as Cabinet Member for Highways, Transport and Waste was invited to respond. Cllr Wayman referred to the briefing note in agenda supplement 1, which confirmed that Wiltshire Council already had many policies in place covering walking, cycling and horse riders and to ensure that they had a high priority across all the Council's activities.

For clarity and in response to a point of order, Cllr Brian Mathew proposed the amendments to the motion as detailed on page 11 of agenda supplement 1. This was seconded by Cllr Ross Henning.

The Chairman then moved that motion as amended be debated. This was seconded by Cllr James Sheppard.

The Chairman then invited group leaders to speak before opening the debate up to all members.

Cllr Philip Whitehead, Leader of the Council, stated that he would have supported the motion, however Wiltshire Council already did all of these things, apart from the Czars, who really would be Portfolio Holders. Cllr Whitehead confirmed Wiltshire had the third highest amount of Rights of Way (ROW) in the

country. The Leader stated that proposal one of the motion would in effect mean that someone adding a small extension to their house would have to show a safe cycling/pedestrian route. Cllr Whitehead did not support the motion and stated that improvements to walking and cycling routes could be achieved through existing structures, for instance the CATG. The Leader expressed disappointment that the motion was not sound and this could have been avoided if officers or Scrutiny had been invited to consider the matter.

Cllr Ian Thorn, Leader of the Liberal Democrat Group, stated that he thought this was an excellent motion and he urged Members to support it. Cllr Thorn felt that Cllr Mathew had introduced the ideas in good faith as an extension of what Wiltshire Council already does and that debate should not be discouraged.

Cllr Ernie Clark, Leader of the Independent Group stated that he was not sure what the motion added to what Wiltshire Council already do.

Cllr Ricky Rogers, Leader of the Labour Group understood Cllr Wayman and Cllr Whitehead's point of view, however he thought that this was a worthy motion as it focused the mind on important priorities.

Members then debated the motion.

Comments included that sharing the roads with fast motor traffic was not safe, putting more cyclists, walkers and horse riders onto fast roads was not a good idea; that Wiltshire Council did not have unlimited funds; further breakdown of Cllr Mathew's data was requested; the changes to planning policies made sense for major applications, but not for smaller ones; traffic calming was expensive and unpopular; that a lot of the proposals were already being actioned with existing policies and that the motion was a positive one.

An amendment was proposed by Cllr Chris Hurst, that the wording of line 3 of proposal 1, rather than refer to all planning applications, be amended to refer to all major planning applications of 10 units or more. This was seconded by Cllr Ruth Hopkinson.

Cllr Brian Mathew and Cllr Ross Henning were happy to accept this as a friendly amendment.

Further debate followed where comments included that the motion implied the current administration did not do anything for walking and cycling, which was not considered to be the case and that the motion needed to go through scrutiny.

It was noted that the people friendly streets scheme in Salisbury was a really good example of what was already being done; CATG budgets were miniscule and Wiltshire Council needed to step up; section 106 monies was being used successfully to place safe cycle routes and traffic calming measures; over 500 schemes to enhance cycling and walking had been proposed showing there was a need for change; people wanted a green recovery; having a portfolio holder or Czar would show commitment; although there were positive aspects

to the proposals there were negative aspects too, you could not make a substantive change to planning policy in the middle of Full Council without officers and scrutiny assessing the proposals and having information and evidence to see if they would work; the needs of cyclists and horse riders were not identical and were often in conflict and not supporting the motion did not mean that you did not support walking and cycling.

Cllr Wayman responded that she had pointed out that these policies and plans were effectively already in place.

Cllr Mathew stated that he would be cycling home after Full Council, he again requested a recorded vote, he had over 10 councillors support in this, so a recorded vote was agreed.

At the conclusion of the debate it was,

Resolved:

That Wiltshire Council would not adopt the motion as amended.

In accordance with Cllr Mathews request, this was a recorded vote.

Votes for the motion (31)

Votes against the motion (52)

Votes in abstention (2)

Details of each vote are attached to the minutes.

The Chairman called a 10 minute recess.

52 **Notice of Motion No 22 - Wiltshire Air Ambulance**

The meeting reconvened after a short recess at 4.15pm.

Cllr Brian Dalton proposed the motion detailed on page 249 of the agenda. This was seconded by Cllr Ian Thorn.

Cllr Brian Dalton spoke to the motion. It was explained that after reading an article in the Salisbury Journal he had liaised with Wiltshire Air Ambulance on the motion.

The Salisbury Novichok attack had taken the life of an innocent person and affected the lives of many others. Salisbury, Amesbury and the whole of Wiltshire were very grateful for the response of the Salisbury Air Ambulance.

The Councillor stated that Wiltshire Air Ambulance deserved the full support of Wiltshire Council and the Government. Due to the Novichok attack, their aircraft

was grounded, their rapid response vehicle impounded and destroyed, and their offices closed. They were unable to undertake vital fund raising or their vital emergency response.

Cllr Dalton sought reassurance in his motion that the promises made to the Air Ambulance to support its financial recovery would be kept, hence the proposed motion.

The Chairman invited Cllr Philip Whitehead as the relevant Cabinet Member to respond. Cllr Whitehead stated he had been working with the Wiltshire Air Ambulance and he had it in writing from the Wiltshire Air Ambulance that Wiltshire Council had never promised to support its financial recovery. It was agreed that Wiltshire Council would lead on trying to recover the funds from central Government and this was still underway. Cllr Whitehead produced a letter from the five Wiltshire MPs supporting the Wiltshire Air Ambulance.

Cllr Whitehead proposed a friendly amendment to delete everything in paragraph three after the sentence 'This Council calls on Government to honour that commitment'. Also, in point 1 to change the words 'fulfil the promise made to them' to 'recover the costs'; to remove the words 'losses and' from point 2 and to remove point 3 entirely. This was seconded by Cllr Richard Clewer.

The Chairman then invited group leaders to speak on the amendment.

Cllr Ian Thorn, Leader of the Liberal Democrat Group, acknowledged the points made by Cllr Whitehead, however noted that two years on the Air Ambulance were still out of pocket and needed government support.

Cllr Ernie Clark, Leader of the Independent Group stated that if the proposed amendment made the motion factually correct then he supported it.

Cllr Ricky Rogers, Leader of the Labour Group noted Wiltshire Air Ambulance had still not had their money and he supported the amendment.

The Chairman then opened the debate on the amendment.

Comments included that after listening to Cllr Whitehead's response the amended motion seemed more appropriate.

Cllr Dalton accepted the amendment.

Cllr Bill Douglas stated he wanted to hear what Cllr Dalton had to say regarding the timeline and why he brought the motion, so that Members could make an informed decision. This was echoed by Cllr Walsh.

Cllr Thorn accepted the amendment as the seconder to the original motion.

An amendment from Cllr Grant was then considered. The amendment was to 'urge our 5 Wiltshire MPs to continue to support this campaign for the fair treatment of Wiltshire Air Ambulance'.

Cllrs Dalton and Cllr Thorn accepted the amendment.

No one wished to speak in debate and Cllr Dalton concluded he was pleased with the amended motion and hoped the Wiltshire Air Ambulance would get results from it. The Chair opened the vote and it was,

Resolved:

To support the amended motion as set out below.

This Council acknowledges the outstanding work of all those emergency, armed forces and other services, including our own staff, who responded to the Novichok attack in Salisbury and Amesbury. Among those who put themselves at risk were the Wiltshire Air Ambulance team.

This Council notes the commitment made by Government to meet the costs incurred and the losses made by this Council and the other services involved including the Wiltshire Air Ambulance.

This Council calls on Government to honour that commitment

This Council calls on its leadership to:

- 1. meet with the leadership of Wiltshire Air Ambulance to formulate and execute a campaign to recover the costs**
- 2. make further representations directly to Government to meet the costs incurred by Wiltshire Air Ambulance in the Novichok attack**
- 3. work with our Wiltshire MPs to continue to support this campaign for the fair treatment of the Wiltshire Air Ambulance**

53 Announcements from Cabinet and Committees

There were no announcements by Cabinet Members or Chairs of committees.

Cllr Seed raised a question in relation to membership of the Liberal Democrat Group.

Cllr Thorn stated that as Leader of the Liberal Democrats that Cllr Aves and Cllr Spencer were members of the Liberal Democrat Group. There were several councillors who were independent at Town Council level but Liberal Democrat at Wiltshire Council level.

There were no questions in relation to the minutes for the Dorset and Wiltshire Fire Authority.

There were no general issues relating to Area Boards.

54 Membership of Committees

Following requests from Group Leaders, changes were appointed as follows, moved by the Chairman and seconded by the Vice-Chairman.

Resolved:

- That Cllr Ian Blair Pilling be removed as a substitute for Strategic Planning Committee.
- That Cllr John Smale be removed from Overview and Scrutiny Management Committee to be replaced by Cllr Stewart Wheeler as substitute.
- That Cllr Allison Bucknell be removed as substitute from the Officer Appointments Committee, to be replaced by Cllr Toby Sturgis as substitute.
- Cllr Simon Jacobs to be removed from the Wiltshire Pension Fund Committee to be replaced by Cllr Pauline Church.
- Cllr Pauline Church to be removed from the Health and Wellbeing Board to be replaced as Cllr Laura Mayes as Cabinet Member for Children, Education and Skills.
- Cllr Simon Jacobs to be added to the Health and Wellbeing Board as Cabinet Member for Adult Social Care, Public Health and Public Protection.

55 **Appointment of Chairs/Vice Chairs of Committee**

A report on page 251 on the agenda proposed to appoint Cllr Pauline Church as Vice Chair of the Wiltshire Pension Fund Committee. It was,

Resolved:

- To appoint Cllr Pauline Church as Vice Chair of the Wiltshire Pension Fund Committee.

56 **Councillors' Questions**

The Chairman announced that 8 questions had been received for this meeting from Councillors Ian Thorn, Stewart Palmen, Ben Anderson, Edward Kirk, Mary Champion and Tom Rounds.

Members were reminded that there would be no debate on questions. It was noted that some of the questions were operational, however under the recent circumstances these were accepted for the meeting.

The questions and their responses were detailed in agenda supplement 1.

Question 20-16

A written response was provided by the Leader. Cllr Thorn asked as a supplementary whether the Leader intended to take on any additional vacancies that appeared before next May. Cllr Whitehead responded that he could not

answer that until it happened. The two most obvious people to take over the By Brook division in the instance of a casual vacancy were ill at the time, which was why he had supported the division as an interim measure.

There were no further supplementary questions.

Members Attendance - 21.07.20

Members attendance details are attached to these minutes.

(Duration of meeting: 10.30 am - 5.00 pm)

The Officer who has produced these minutes is Tara Shannon of Democratic Services, direct line 01225 718352, e-mail tara.shannon@wiltshire.gov.uk

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

Minute Item 41

Cabinet and Portfolio Holders Appointments – 20 June 2020

Cabinet Member	Councillor	Portfolio Holder	Councillor
Leader Economic Development MCI Communications	Cllr Philip Whitehead	MCI Communications AONB, ESIF & Canals	Cllr Chris Williams
Deputy Leader Corporate Services, Heritage, Arts & Tourism, Housing Communities	Cllr Richard Clewer	Climate Change	Cllr Ashley O’Neil
		Communities Arts Heritage and Tourism	Cllr Allison Bucknell
Finance & Procurement Commercial investment	Cllr Pauline Church		
Children, Education and Skills	Cllr Laura Mayes	Education and SEND	Cllr Jane Davies
		Children’s Safeguarding	Cllr Peter Hutton
Adult Social Care, Public Health & Public Protection	Cllr Simon Jacobs	Whole Life Pathway	Cllr Phil Alford
		Public Health and Public Protection	Cllr Ben Anderson
Spatial Planning, Development Management & Property	Cllr Toby Sturgis		
ICT, Digitalisation, Operational Assets, Leisure & Libraries	Cllr Ian Blair-Pilling	Leisure and Sport	Cllr Jerry Kunkler
Highways, Transport & Waste A303*	Cllr Bridget Wayman	Highways Streetscene	Cllr Sven Hocking
		Waste	Cllr Robert Yuill
		Flooding (Chairs – Flood Working Groups)	Cllr Sturgis (North) Cllr Mike Hewitt (Southern) Cllr Derek Brown (Salisbury)
*A303 will be covered by Cllr Fleur De Rhe-Philipe			

Updated 20 06 20

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Full Council Meeting – Tuesday 21 July 2020 – Recorded Vote
Agenda Item 13a - Notice of Motion No.21 – Walking and Cycling
As Amended

Council Resolves:

- 1) That Wiltshire Council highways and planning departments should prioritize the requirements of cyclists, pedestrians and horse riders when planning works on Wiltshire's roads, bridleways and footpaths. That all major planning applications of 10 units or more must show clear evidence of integration of safe cycling and pedestrian routes with those of the surrounding street layouts, and that any infrastructure planning by the Council should place safe cycling as a high investment priority and move it up from its current medium priority, as set in the current Local Transport Plan (LPT3) to sit alongside walking.
- 2) That Wiltshire Council's Cabinet further supports these principles by the appointment of two 'Czars' from among current portfolio holders, with one for cycling and horse riding, and one for walking, to promote and facilitate change to these activities, by listening to what area boards, town and parish councils and community cycling, walking, horse riding and environment groups have to say to them and by communicating and developing these ideas with cabinet members for health, transport and spatial planning.
- 3) That Wiltshire Council will expand its 'Bikeability' programme to all age groups, from 8 to 80, or if this is not possible develop a parallel system for adults, seeking funding from related retail outlets and the involvement of local qualified trainers and cycling groups.
- 4) Wiltshire Council will review with Sustrans and other cycling, walking and horse riding groups the digitally available footpath, bridleway and cycle route maps for the whole county.
- 5) That Wiltshire Council will with parish and town councils consider:
 - a) making widespread provision of theft-resistant cycle parking facilities sufficient for the demand.
 - b) reducing traffic speeds in urban areas.
 - c) the adoption of auto speed watch cameras
 - d) dual-use cycle/footpaths in pedestrianized areas and between towns and villages.

Councillor Name	Vote
Phil Alford	Against
Ben Anderson	Against
Pat Aves	For
Chuck Berry	Against
Ian Blair-Pilling	Against
Richard Britton	Against

Derek Brown	Against
Andrew Bryant	For
Allison Bucknell	Against
Clare Cape	For
Trevor Carbin	For
Mary Champion	Non-voting
Pauline Church	Against
Ernie Clark	For
Richard Clewer	Against
Mark Connolly	Against
Christine Crisp	Against
Anna Cuthbert	Non-voting
Kevin Daley	Non-voting
Brian Dalton	For
Jane Davies	Against
Andrew Davis	Against
Matthew Dean	Apologies
Tony Deane	Against
Christopher Devine	For
Stewart Dobson	Non-voting
Bill Douglas	For
Mary Douglas	Against
Peter Evans	Against
Sue Evans	Against
Nick Fogg	Apologies
Peter Fuller	Against
Richard Gamble	Abstain
Sarah Gibson	For
Gavin Grant	For
Jose Green	Against
Howard Greenman	Against
Mollie Groom	Non-voting
David Halik	Against
Russell Hawker	Against
Ross Henning	For
Mike Hewitt	Against
Alan Hill	Against
Sven Hocking	Against
Nick Holder	Non-voting
Ruth Hopkinson	For
Atiqul Hoque	Against
Jon Hubbard	For
Chris Hurst	For
Peter Hutton	Against
Hayley Illman	For
Tony Jackson	Against

Simon Jacobs	Non-voting
George Jeans	For
Bob Jones	For
Johnny Kidney	Absent
Carole King	For
Gordon King	For
Edward Kirk	Against
Jerry Kunkler	Against
Jacqui Lay	Against
Jim Lynch	For
Brian Mathew	For
Laura Mayes	Against
Ian McLennan	For
Nick Murry	For
Christopher Newbury	Against
Ashley O'Neill	Against
Paul Oatway	Against
Steve Oldrieve	For
Stewart Palmen	For
Andy Phillips	Apologies
Horace Prickett	Against
Leo Randall	Against
Fleur de Rhe Philipe	Against
Pip Ridout	Against
Ricky Rogers	For
Tom Rounds	Against
Jonathon Seed	Against
James Sheppard	Abstain
John Smale	For
Toby Sturgis	Against
Melody Thompson	Non-voting
John Thomson	Against
Ian Thorn	For
Jo Trigg	For
Tony Trotman	Against
John Walsh	For
Bridget Wayman	Against
Fred Westmoreland	Against
Philip Whalley	Against
Stuart Wheeler	Against
Philip Whitehead	Against
Suzanne Wickham	Against
Christopher Williams	Against
Graham Wright	For
Robert Yuill	Against

Votes for the motion (31)

Votes against the motion (52)

Votes in abstention (2)

Motion not carried.

Full Council Meeting – 21 July 2020 – Members Attendance

Councillor Name	Time In	Time Out
Phil Alford	10:30	17:00
Ben Anderson	10:30	17:00
Pat Aves	10:30	17:00
Chuck Berry	10:30	17:00
Ian Blair-Pilling	10:30	17:00
Richard Britton	10:30	17:00
Derek Brown	10:30	17:00
Andrew Bryant	10:30	17:00
Allison Bucknell	10:30	17:00
Clare Cape	10:30	17:00
Trevor Carbin	10:30	17:00
Mary Champion	10:30	17:00
Pauline Church	10:30	17:00
Ernie Clark	10:30	16:52
Richard Clewer	10:30	17:00
Mark Connolly	10:30	16:15
Christine Crisp	10:30	17:00
Anna Cuthbert	10:30	15:06
Kevin Daley	10:30	12:30
Brian Dalton	10:30	17:00
Jane Davies	10:30	17:00
Andrew Davis	10:30	17:00
Matthew Dean		
Tony Deane	10:30	17:00
Christopher Devine	10:30	17:00
Stewart Dobson	10:30	12:50
Bill Douglas	10:30	17:00
Mary Douglas	10:30	17:00
Peter Evans	10:30	17:00
Sue Evans	10:30	17:00
Nick Fogg		
Peter Fuller	10:30	17:00
Richard Gamble	10:30	17:00
Sarah Gibson	10:30	17:00
Gavin Grant	10:30	17:00
Jose Green	10:30	17:00
Howard Greenman	10:30	17:00
Mollie Groom	10:30	17:00
David Halik	10:30	17:00
Russell Hawker	10:30	17:00
Ross Henning	10:30	17:00
Mike Hewitt	10:30	17:00
Alan Hill	10:30	17:00

Sven Hocking	10:30	17:00
Nick Holder	10:30	17:00
Ruth Hopkinson	10:30	17:00
Atiquel Hoque	10:30	17:00
Jon Hubbard	10:30	17:00
Chris Hurst	10:30	17:00
Peter Hutton	10:30	17:00
Hayley Illman	10:30	17:00
Tony Jackson	10:30	17:00
Simon Jacobs	10:30	14:30
George Jeans	10:34	17:00
Bob Jones	10:30	17:00
Johnny Kidney		
Carole King	10:30	17:00
Gordon King	10:30	17:00
Edward Kirk	10:30	17:00
Jerry Kunkler	10:30	17:00
Jacqui Lay	10:30	17:00
Jim Lynch	10:30	17:00
Brian Mathew	10:30	17:00
Laura Mayes	10:30	17:00
Ian McLennan	10:30	17:00
Nick Murry	10:30	17:00
Christopher Newbury	10:30	16:15
Ashley O'Neill	10:30	17:00
Paul Oatway	10:30	17:00
Steve Oldrieve	10:30	17:00
Stewart Palmen	10:30	17:00
Andy Phillips		
Horace Prickett	10:30	17:00
Leo Randall	14:00	17:00
Fleur de Rhe Philipe	10:30	17:00
Pip Ridout	10:30	17:00
Ricky Rogers	10:30	17:00
Tom Rounds	10:30	17:00
Jonathon Seed	10:30	17:00
James Sheppard	10:30	17:00
John Smale	10:30	17:00
Toby Sturgis	10:30	17:00
Melody Thompson	10:30	16:00
John Thomson	10:30	17:00
Ian Thorn	10:30	17:00
Jo Trigg	10:30	17:00
Tony Trotman	10:30	17:00
John Walsh	10:34	17:00
Bridget Wayman	10:30	17:00

Fred Westmoreland	10:30	16:45
Philip Whalley	10:30	17:00
Stuart Wheeler	10:30	16:45
Philip Whitehead	10:30	17:00
Suzanne Wickham	10:30	17:00
Christopher Williams	10:30	17:00
Graham Wright	10:30	16:15
Robert Yuill	10:30	17:00

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Council

MINUTES OF THE COUNCIL MEETING HELD ON 9 SEPTEMBER 2020 AT ONLINE MEETING.

Present:

Cllr Richard Gamble (Chairman), Cllr James Sheppard (Vice-Chairman), 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, Cllr Andrew Bryant, Cllr Clare Cape, Cllr Trevor Carbin, Cllr Mary Champion, Cllr Pauline Church, Cllr Ernie Clark, Cllr Richard Clewer, Cllr Anna Cuthbert, Cllr Kevin Daley, Cllr Brian Dalton, Cllr Jane Davies, Cllr Andrew Davis, Cllr Matthew Dean, Cllr Tony Deane, 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 Sarah Gibson, Cllr Gavin Grant, Cllr Jose Green, Cllr Howard Greenman, Cllr Mollie Groom, Cllr David Halik, Cllr Ross Henning, Cllr Alan Hill, Cllr Sven Hocking, Cllr Nick Holder, Cllr Ruth Hopkinson, Cllr Atiqul Hoque, Cllr Jon Hubbard, Cllr Chris Hurst, Cllr Peter Hutton, Cllr Hayley Illman, Cllr Simon Jacobs, Cllr Tony Jackson, Cllr George Jeans, Cllr Johnny Kidney, Cllr Carole King, Cllr Gordon King, Cllr Edward Kirk, Cllr Jerry Kunkler, Cllr Jacqui Lay, Cllr Brian Mathew, Cllr Laura Mayes, Cllr Ian McLennan, Cllr Nick Murry, Cllr Paul Oatway QPM, Cllr Steve Oldrieve, Cllr Ashley O'Neill, Cllr Christopher Newbury, Cllr Stewart Palmen, Cllr Horace Prickett, Cllr Leo Randall, Cllr Fleur de Rhé-Philippe MBE, Cllr Pip Ridout, Cllr Tom Rounds, Cllr Jonathon Seed, Cllr John Smale, Cllr Toby Sturgis, Cllr John Thomson, Cllr Ian Thorn, Cllr Jo Trigg, Cllr Tony Trotman, Cllr John Walsh, Cllr Bridget Wayman, Cllr Fred Westmoreland, Cllr Philip Whalley, Cllr Philip Whitehead, Cllr Suzanne Wickham, Cllr Christopher Williams and Cllr Robert Yuill

61 **Apologies**

Apologies for absence were received from Councillors Mark Connolly, Christine Crisp, Russell Hawker, Mike Hewitt, Jim Lynch, Melody Thompson, and Stuart Wheeler.

62 **Declarations of Interest**

There were no declarations.

63 **Announcements by the Chairman**

The Chairman presented Councillor James Sheppard with a commemorative badge in recognition of his former role as Chairman of the Council.

The Chairman also noted the intended voting procedure for the meeting.

64 **Public Participation**

It was explained that as there would be separate debates and votes on each recommendation from the Electoral Review Committee under Agenda Item 7, up to three people had been able to register to speak in respect of each recommendation.

One question had been received for the meeting and would be considered under Recommendation 11.

65 **Notices of Motion**

No notices of motion had been received for the meeting.

66 **Members' Questions**

No questions from Members had been received for the meeting.

67 **Community Governance Review 2019-20**

The Chairman set out how the debate on the Final Recommendations of the Electoral Review Committee would be conducted. Following an introduction by the Chairman of the Electoral Review Committee each recommendation would be debated and voted upon in turn, and any public statements or questions taken under the relevant recommendation.

The Chairman also provided advice on the moving of any amendments, and confirmed that following guidance from the Monitoring Officer, the Council could only approve options which had been consulted upon. Any alternative options would need to be directed to be consulted upon before being determined at a later date.

The Chairman then invited Councillor Richard Clewer, Chairman of the Electoral Review Committee, to present the council report and the Final Recommendations of the Electoral Review Committee.

Councillor Clewer set out the background to the Community Governance Review 2019-20, which had commenced on 1 November 2019. This had followed publication of the Final Recommendations of the Local Government Boundary Commission for England (LGBCE) for the Electoral Review of Wiltshire Council, which had amended the unitary Divisions for the council. This had also made consequential changes to many parishes, and received parliamentary approval in March 2020, to take effect at the next elections in May 2021.

The Electoral Review Committee had received requests for changes to parish boundaries and governance arrangements and determined which areas should be reviewed in advance of the May 2021 elections. It was noted some issues arising from the decisions of the LGBCE would need to be addressed after the elections.

The process for the Community Governance Review was detailed, which had included periods of information gathering and discussion with potentially affected parishes, a pre-consultation survey of potentially affected residents including some public meetings, and a statutory period of consultation on Draft Recommendations of the Committee, which was extended due to Covid-19 and included writing to residents involved. Following consideration of responses from parishes, partners and the public, the Committee produced its Final Recommendations.

Councillor Clewer thanked the Committee and supporting officers for their work, which had involved attending a great many meetings and sessions, and consideration of a significant amount of information and consultation responses. In particular, he thanked Councillor Gavin Grant, Vice-Chairman of the Committee, for his work throughout the process.

Councillor Clewer also highlighted that because some of the proposals involved areas which had seen consequential changes to parishes as a result of changes to unitary Divisions, consent would be required of the LGBCE should Council approve the recommendations. The Committee had noted issues regarding parish council warding arrangements, the need for appropriately sized and viable wards, and that where a parish was split between multiple Divisions that the parish was required to be warded. Therefore, some parishes had been divided, and elements were included in a Division which might be considered of a different character, even if council did not approve the recommendations before it.

Councillor Clewer also confirmed that advice had been received clarifying that a Community Governance Review could transfer an area to another parish notwithstanding the existence or development of a Neighbourhood Plan, as further set out in the report.

Councillor Clewer then moved the proposed motion as set out in the report to approve each recommendation and delegate authority to the appropriate officers to enact any changes approved. Councillor Grant seconded the motion.

The Chairman provided the opportunity to Members of the Electoral Review Committee to comment on the process generally. Members commended the excellent leadership and hard work of Councillor Clewer as Chairman of the Committee, and noted the harmonious and successful operation of the Committee which involved all the political groups on the council. Those who had responded to the pre-consultation and consultation were thanked, and it was stated that the Committee had carefully considered all responses received in forming its recommendations. Officers were thanked for their work supporting the Committee, including Kieran Elliott, Senior Democratic Services Officer and Ian Gibbons, Director of Legal and Governance.

Group leaders were then given the opportunity to comment on the report and process generally.

Councillor Philip Whitehead thanked the Committee for their work on a very complex subject, and thanked Members and the public who had had input into the process. He emphasised that the Community Governance Review was not a political or executive matter, and he would not comment as group leader or Cabinet Member on any of the recommendations.

Councillor Ian Thorn also thanked the Committee and those who had contributed and looked forward to debate on each area.

Councillor Ernie Clark noted his own thanks for the level of work undertaken and confirmed he would not provide any further comment as a group leader.

Councillor Ian McLennan noted the inclusion of his group in the process through the Committee.

The Chairman therefore moved to consideration of the first recommendation of the Electoral Review Committee for the Community Governance Review 2019-20.

67a) Recommendation 1 - Salisbury and Netherhampton

Councillor Richard Clewer, Chairman of the Electoral Review Committee, presented Final Recommendation 1 of the Committee. The proposal was to transfer an area of land within the parish of Netherhampton to the parish of Salisbury, with associated governance changes.

The proposals aligned to the incoming Salisbury Harnham West unitary Division, and with slight amendment followed the line of an allocated housing site with outline permission for at least 650 dwellings. Both parishes supported the proposal, noting the scale of development would transform the small, rural parish of Netherhampton, and the character and interests of the community would be more appropriate with Salisbury, with full reasoning set out in the Final Recommendations document.

During debate it was stated there had been consultation and support for the proposals, and that it was appropriate to transfer the area proposed given its character and had not been objected to by the parish council.

Councillor Clewer responded to a query confirming that as the council was seeking to amend a parish boundary which had been subject to consequential warding changes by the Local Government Boundary Commission within the last five years, their consent would be required before it could be enacted.

Resolved:

- 1.1 That the area of the Netherhampton East Ward be transferred to the parish of Salisbury City as part of the Salisbury Harnham West Ward.**
- 1.2 That the Salisbury Harnham West Ward be increased from two city councillors to three.**

1.3 That the total number of councillors for Salisbury City Council be increased from 23 to 24.

1.4 That the parish of Netherhampton be comprised of five councillors, without wards.

Reasons: Paragraphs 73, 78, 80, 83, 84, 85 of the Guidance on Community Governance Reviews.

Note: A recorded vote is attached to these minutes. There were 75 votes in favour, 0 against, 2 abstentions.

67b) Recommendation 2 - Salisbury

Councillor Richard Clewer, Chairman of the Electoral Review Committee, presented Final Recommendation 2 of the Committee.

The proposal was to merge two incoming city council wards into a single ward, which would align with the incoming Salisbury Milford unitary Division. This would be in keeping with every other city ward, which were or would be coterminous with the associated unitary Division.

It was explained that as the decision to impose the two wards within the Division was only announced with the Final Recommendations of the Local Government Boundary Commission for England (LGBCE), there had been no opportunity to comment on the proposal before it had been enacted. The Committee had regarded the situation as clearly anomalous, and the city had requested the change, with full reasoning set out in the Final Recommendations document.

During debate it was stated that coterminous boundaries between parish and unitary wards and divisions was sensible, although it was noted some did not agree with the boundaries of the unitary Division which the LGBCE had decided upon, although these could not now be changed.

At the conclusion of debate, it was,

Resolved:

2.1 To merge the Salisbury City wards of Salisbury Milford and Salisbury St Mark's and Bishopdown into a single ward of three councillors, coterminous with the Salisbury Milford Electoral Division. The city ward would also be called Salisbury Milford.

Reason: Paragraph 85 of the Guidance on Community Governance Reviews.

Note: A recorded vote is attached to these minutes. There were 75 votes in favour, 0 against, 2 abstentions.

67c) Recommendation 3 - Chippenham, Lacock and Langley Burrell Without

Councillor Richard Clewer, Chairman of the Electoral Review Committee, presented Final Recommendation 3 of the Committee. The proposal was to

transfer areas of within the parishes of Langley Burrell Without and Lacock to the parish of Chippenham, with associated governance changes.

The proposals aligned to the incoming Chippenham Monkton, Chippenham Hardenhuish and Chippenham Lowden and Rowden unitary Divisions. Each broadly followed the line of allocated housing sites. All three parish and town councils supported the proposals, considering that the character and interests of the incoming communities as urban extensions of the town would be more appropriate within Chippenham, with full reasoning set out in the Final Recommendations document.

Councillor Clewer noted objections had been raised by residents of the Rowden Lane hamlet currently within the parish of Lacock, and the incoming Showell ward, which was a more rural area. However, on balance of the evidence and arguments, and in considering the statutory criteria for Community Governance Reviews and taking account of the changing nature of the area as a whole, the Committee had concluded it was appropriate to transfer the area. The need to create viable and appropriate wards also constrained available options. It was considered that whilst it was appropriate to transfer the Showell ward in advance of the May 2021 elections, the precise line of the wards and requesting an amendment of the Division line might be appropriate to consider in future.

During debate the proposals for Lacock were discussed, noting the changing situation for the area of the Showell ward within the period required to be considered during the review, and the particular character of the existing hamlet. It was suggested it could be recommended that the Committee examine the area again in future, when the boundary and development issues might have been clarified or changed.

Other comments raised connections of Rowden with Chippenham Town, and noting that the parish councils supported the proposals, and that it was appropriate that new housing developments on the edge of the town were transferred into the town.

The Chairman then moved a motion to suspend Paragraphs 22.6.2-22.6.4 of Part 4 of the Constitution, which would mean recorded votes would not be automatically taken on the items before the meeting. This was seconded by the Vice-Chairman.

Following a vote, the motion to suspend the above sections of the Constitution was carried.

At the conclusion of debate, it was therefore,

Resolved:

3.1 That the area of the Barrow Farm Ward of Langley Burrell Without be transferred to Chippenham Town Council and merged with the Chippenham Hardenhuish Ward, to continue to contain three councillors.

3.2 That the area of the Rawlings Farm Ward of Langley Burrell Without be transferred to Chippenham Town Council and merged with the Chippenham Monkton Ward, to continue to contain three councillors.

3.3 That the area of the Showell Ward of Lacock be transferred to Chippenham Town Council and merged with the Chippenham Lowden and Rowden Ward, to continue to contain three councillors.

3.4 That Lacock Parish Council be comprised of eleven councillors, without warding arrangements.

3.5 That Langley Burrell Without Parish Council be comprised of five councillors, without warding arrangements.

Reasons: Paragraphs 73, 78, 80, 83, 84, 85 of the Guidance on Community Governance Reviews

67d) Recommendation 4 - Chippenham Without and Kington St Michael

Councillor Richard Clewer, Chairman of the Electoral Review Committee, presented Final Recommendation 4 of the Committee. The proposal was to transfer a small area of land within the parish of Kington St Michael to the parish of Chippenham Without.

The proposals involved only a single property and was supported by both parish councils, with full reasoning as detailed in the Final Recommendations document.

No comments were received in debate on the proposal.

It was therefore,

Resolved:

4.1 That the area including Cedar Lodge, Allington, as detailed in the Final Recommendations be transferred from Kington St Michael to Chippenham Without.

Reason: Paragraph 84 of the Guidance on Community Governance Reviews.

67e) Recommendation 5 - Manningford and Woodborough

Councillor Richard Clewer, Chairman of the Electoral Review Committee, presented Final Recommendation 5 of the Committee. The proposal was to transfer an area of land within the parish of Manningford to the parish of Woodborough.

The proposals involved a small area of built up land distant from the community in Manningford and close to Woodborough. The proposal was supported by

both parish councils, with full reasoning as detailed in the Final Recommendations document.

During opportunity for debate a comment was made that the local communities and the parish councils were supportive of the proposals, and it should therefore be approved.

It was therefore,

Resolved:

5.1 That the area shown as detailed and described in the Final Recommendations be transferred from the parish of Manningford to the parish of Woodborough.

Reason: Paragraph 84 of the Guidance on Community Governance Reviews.

67f) Recommendation 6 - Pewsey

Councillor Richard Clewer, Chairman of the Electoral Review Committee, presented Final Recommendation 6 of the Committee. The proposal was to remove the warding arrangements for the parish of Pewsey, which would result in a council of 21 councillors with no wards.

It was stated that the parish council had requested the change, arguing that the warding arrangements were anomalous, and it was noted that there had been no objections raised during consultation.

No comments were received in debate on the proposal.

It was therefore,

Resolved:

6.1 That the parish of Pewsey be represented by a parish council comprising 21 councillors, without warding arrangements.

Reasons: Paragraphs 84, 85 of the Guidance on Community Governance Reviews.

67g) Recommendation 7 - Wilcot and Pewsey

Councillor Richard Clewer, Chairman of the Electoral Review Committee, presented Final Recommendation 7 of the Committee. The proposal was to transfer a small area of land within the parish of Pewsey to the parish of Wilcot. It would be proposed under Recommendation 8 that the parish of Wilcot be renamed Wilcot, Huish and Oare.

The proposals involved only one property and part of a property, where the parish boundary divided a line of houses. It was considered that the area in

question had far closer and more appropriate links with Wilcot, where the majority of the properties were located, than Pewsey. The proposal to unify the area was supported by both parish councils, with full reasoning as detailed in the Final Recommendations document.

if the proposal were approved, the Local Government Boundary Commission for England would be requested to amend the electoral Divisions of Pewsey Vale West and Pewsey to be conterminous with the parish boundary.

During opportunity for debate a comment was made that the proposal was logical, supported by local residents and the councils involved and as such should be approved.

It was therefore,

Resolved:

7.1 That the area shown as detailed in the Final Recommendations be transferred from the parish of Pewsey to the parish of Wilcot, Huish and Oare (see Recommendation 8.3 under Minute 67h).

7.2 To request that the Electoral Divisions of Pewsey Vale West and Pewsey be amended to be coterminous with the parish boundaries of Pewsey and Wilcot, Huish and Oare.

Reason: Paragraph 84 of the Guidance on Community Governance Reviews.

67h) Recommendation 8 - Wilcot and Huish

Councillor Richard Clewer, Chairman of the Electoral Review Committee, presented Final Recommendation 8 of the Committee. The proposal was to merge the parishes of Wilcot and Huish.

It was explained that following a request from Wilcot Parish Council to remove its warding arrangements, it had been determined that the parish of Huish, which has around 37 electors, had not been formally merged with Wilcot as they had thought was already the case, as the two were in a longstanding joint arrangement. The Committee therefore explored a merger of the two parishes to give effect to their request. It was considered that the communities were closely connected with combined interests, and in effect had been operating as a single parish for some time. The parish name was requested to be changed to reflect the nature of the communities.

The proposal to merge the parishes was supported by the parish council, with full reasoning as detailed in the Final Recommendations document.

During opportunity for debate a comment was made in support of the proposal as endorsed by the parish council.

It was therefore,

Resolved:

8.1 That the parishes of Wilcot and Huish be merged into a single parish.

8.2 For the combined parish to have no warding arrangements, with nine councillors.

8.3 For the combined parish to be called Wilcot, Huish and Oare.

Reasons: Paragraph 80, 81 of the Guidance on Community Governance Reviews.

67i) Recommendation 9 - Calne Without: Derry Hill and Studley

Councillor Richard Clewer, Chairman of the Electoral Review Committee, presented Final Recommendation 9 of the Committee. The recommendation related to a petition which had been received requesting creation of a new parish at Derry Hill and Studley, currently part of the parish of Calne Without.

It was explained that the Committee had considered that a strong case under the statutory criteria had been made in support of creation of a new parish at Derry Hill and Studley, and a petition requesting that had received significant support. However, the Committee had noted the significant impact on the remainder of Calne Without parish should a new parish be formed, and received representations that it might not be viable as a cohesive community in that case, and perhaps could be divided with other parishes in the area if appropriate. As those areas were not included in the areas under review, the Committee had been unable to explore such an option during the 2019-20 Community Governance Review.

As a petition for a Community Governance Review was required to be determined within a year, the Committee therefore recommended that Council determine that a new parish not be created at this time, but that the Committee should undertake a further review when practicable, to include surrounding parishes, so that all options could be fully considered in context. This would mean no changes ahead of the May 2021 local elections.

The proposal for creation of a new parish was not supported by the current parish council, but it had supported the proposal for there to be a further review as recommended by the Committee, with full reasoning in the Final Recommendations document.

During a short debate a comment was made highlighting that the arguments in favour of a new parish had not been rejected by the Committee, which noted the high number of petition signatures and arguments made in support, but that appropriate solutions for parish arrangements in the area might require a wider review than had been able to be undertaken at the present time. Another comment supported the retention of the existing parish arrangements.

It was therefore,

Resolved:

9.1 To not recommend creation of a new parish at Derry Hill and Studley during the 2019/20 Community Governance Review.

9.2 To undertake a further Community Governance Review when practicable, to include Calne Without, Calne Town, and other surrounding parishes, so that all potential options and impacts could be considered.

Reasons: Paragraphs 63, 73, 74, 80 of the Guidance on Community Governance Reviews.

67j) Recommendation 10 - Calne Without: Warding

Councillor Richard Clewer, Chairman of the Electoral Review Committee, presented Final Recommendation 10 of the Committee. The recommendation involved amending the warding arrangements of the parish of Calne Without.

It was explained that the boundary between the existing Pewsham and West wards of the parish council were clearly anomalous and ineffective, and the Committee had sought to adjust the boundary line to a more logical one. The proposal was supported by the parish council, with full reasoning in the Final Recommendations document.

No comments were received in debate on the proposal.

It was therefore,

Resolved:

10.1 To amend the boundary between the West and Pewsham Wards of Calne Without Parish Council as detailed in the Final Recommendations.

Reasons: Paragraph 84, 85 of the Guidance on Community Governance Reviews.

67k) Recommendation 11 - Trowbridge and North Bradley

Councillor Richard Clewer, Chairman of the Electoral Review Committee, presented Final Recommendation 11 of the Committee. The proposal was to transfer two areas of land within the parish of North Bradley to the parish of Trowbridge, with associated governance changes.

The proposals aligned to the incoming Trowbridge Park and Trowbridge Drynham unitary Divisions, and with slight amendment broadly followed the line of allocated housing sites with, in some instances, outline planning permission for significant urban extension, including up to 2500 dwellings. North Bradley Parish Council strongly objected to the proposals. It was stated that nearly all consultation responses received had been in objection to the proposals. Full

reasoning for the proposals was set out in the Final Recommendations document.

The Committee had considered that the character and interests of the areas in question would increasingly align more to the town within the period required to be considered according to information received, a transfer would provide a more effective and convenient governance arrangement with simpler warding arrangements, and that to not transfer the area would, among other effects, see the parish increasingly dominated by urban expansion rather than the village respondents to the consultation had stated they wished it to remain.

The Committee had considered all responses and factors, and on balance of the current evidence had not agreed that the proposals were premature as some had suggested. It also noted that the outcome of the Community Governance Review would not affect the delivery of housing within the area, and that the Committee had considered issues of governance and community, not issues of support or objection for plans for housing development.

Attention was drawn to the report detailing advice regarding the use and proper consideration of electorate projections for the area within a five-year period from the commencement of the review. It was also emphasised that incoming or adopted Neighbourhood Plans did not prevent, if appropriate, the transfer of an area from one parish to another, nor would such a transfer invalidate or otherwise affect the plan. Members were also reminded that council tax was not a relevant consideration.

Given the Local Government Boundary Commission for England (LGBCE) had initially proposed including a larger section of North Bradley within the Trowbridge Drynham unitary Division, among other considerations as detailed fully in the report, the Committee did not consider that it was viable to seek amendment of the Division which would be required to transfer a different area. This was relevant in particular regarding a very small number of properties accessed off the road of Woodmarsh which were within the incoming Trowbridge Drynham unitary Division, and therefore the area proposed to be transferred. However, the Committee did consider the precise line could possibly be looked at again in future, though to delay a transfer now would be inappropriate given the impact on the rest of the proposed area.

A question was then received from Amanda Bocker as detailed in the Agenda Supplement, who made an additional comment. Councillor Clewer provided details of how the line of the allocated housing site had been amended following an Inspector's decision, after the LGBCE had already made its decision regarding Electoral Divisions.

Statements were then received from Roger Evans, Chairman of North Bradley Parish Council, Russell Willsmer, a Member of North Bradley Parish Council, and Karin Elder, Clerk to North Bradley Parish Council, all in opposition to the recommendation of the Committee. In response to points raised Councillor Clewer drew attention to the Committee's consideration of Community Infrastructure Levy issues as detailed in the Final Recommendations, and noted

the impact on the village community of the growth of the town urban area, and that to retain those areas would negatively impact the identity of North Bradley as a distinct community from the town.

Council then debated the proposals.

Comments in support of the proposal included noting that the Trowbridge Drynham Division did include a very small number of properties which might more appropriately be retained within North Bradley, however if the White Horse ward of North Bradley which lay within that Division were not transferred in advance of the 2021 local elections this would be an inappropriate and ineffective arrangement, and the majority of that area was appropriate to transfer. The precise line could be reviewed again in the future. It was also noted that in other decisions the Council had already agreed with the approach of including new urban developments on the edge of towns to be included within those towns as they shared or would share community interest.

Comments in opposition to the motion included that while land might be allocated this did not mean that it would be built on in a timely fashion. Some Members stated that local electors should be consulted before being transferred.

An amendment was then moved by Councillor Horace Prickett, seconded by Councillor Christopher Newbury, to replace recommendations 11.1-11.3 with the following:

To undertake a further Community Governance Review when practicable to include the wards of Trowbridge Drynham, Trowbridge Park and North Bradley Parish Council (White Horse Ward).

In moving the amendment, it was stated that the parish council spoke for the community in opposing the proposals. It was stated that the proposal would result in an anomalous narrow strip of land between the Park Division and the parish boundary, with mention of a proposed relief road across the area. Reference was made to the Neighbourhood Plan of North Bradley which, nearing adoption, was required to be given significant weight. It was stated that while allocated housing sites north of the A363 could reasonable be regarded as aligning with Trowbridge, the land south of the road and the business park could not. There should therefore be a further review of the area as moved in the amendment before the matter was determined.

Comments in support of the amendment included that there were more suitable boundaries between the town and the parish, and the detail of the recommendations was not appropriate in some instances. It was stated that particularly as development was ongoing a decision could be delayed to a later date when it could be more appropriate.

Reference was made to comments made by one of the public speakers about purported lack of consultation and clarity was sought on that point, and others sought to support the views of residents who objected to the proposal. There

were also comments relating to council tax, and that Council was able to take a different view to the Committee's recommendations if it considered this appropriate.

Comments in opposition to the amendment included that it was appropriate to include consideration of future housing, and that the situation should be settled before residents arrived so there was no ambiguity regarding the situation, with examples provided of confusion in some areas where a parish line was not amended prior to development. Some considered that local objections would not change if the matter was delayed and there was no benefit to the communities in doing so.

Others comments included that the areas in question would be clear extensions of the urban area of the town distinct from the character of the village, and it was appropriate to look to the future, with the Divisions being a good indication of the shared character and interests of those areas to which the parishes should align, as the character would be very different to the village. A comment was made that the larger settlements in Wiltshire were being considerably expanded, utilising the facilities of those settlements, and should be recognised as part of those settlements.

The thorough and detailed consultation was also referenced, and some considered that the Committee had undertaken detailed and complex work to make its recommendations considering all factors and evidence, which should be supported.

Some felt there could be a negative impact on the two communities and potentially though not certainly on the effectiveness of the incoming wards, if a decision was not made at the meeting, which would leave the incoming wards unamended.

As mover of the amendment Councillor Prickett stated that the A363 would form a clearer and more reasonable demarcation between the town and the parish, and the proposals as recommended included unacceptable anomalies due to the nature of the lines. He referenced the history of the North Bradley community, a planned burial ground for the village that was intended for the proposed area, and that a delay in the Community Governance Review would not delay housing delivery. It was stated 25% of the parish would be transferred under the proposals.

As mover of the original motion Councillor Clewer responded to the points raised in debate on the amendment.

In relation to consultation the extensive information gathering that had taken place including engagement with the town and parish councils and local unitary members was detailed, also noting the pre-consultation survey which had been sent to residents in the affected area and a public meeting, and a further consultation on draft recommendations including once again writing out to those affected and an online survey. There had also been publicly accessible committee meetings in March and August 2020, and all representations

received were considered, including a significant number of responses from North Bradley.

Councillor Clewer noted that statutory guidance required consideration of the situation as it existed and also the situation with five years of the commencement of the review including based on planning assumptions, as set out in the report following legal guidance, so that a review did not reflect a single moment but took account of expected population movements in the short to medium term. Considering the entirety of the guidance in context it was therefore not out of order for council to consider whether it was appropriate to transfer an area which would be altering in the near future before additional houses were built. It was noted that Council had already made such decisions in relation to both Chippenham and Salisbury earlier in the meeting based on the evidence available at the present time.

It was stated that while there was some concern raised regarding the precise lines of the proposal this was not a major issue and the impact of not endorsing the proposal was higher. The history of the area was noted but it was stated reviews are also about the communities as they exist today or shortly will exist. It was stated that the many respondents had wanted the parish to remain as a distinct village, and the Committee agreed and that to transfer the areas in question this would protect the identity of the village. It was also noted that objection had been made to losing 25% of the area of the parish, but also accepted much of the area as being transferred, which would still be a significant portion. Small areas of land remaining in the parish making an unusual shape for the parish was also not at all unusual for parishes in the country.

Councillor Clewer emphasised that it was incorrect to suggest Neighbourhood Plans prevented amendment to parish boundaries, and while a factor did not in view of the Committee outweigh the arguments in favour of a transfer in this instance. It was also considered there would be no benefit to a delay in a decision.

Following a vote, the details of which are attached to the minutes, the amendment was lost.

There being no further comments, Councillor Clewer as mover of the motion concluded the debate and urged Members to support the proposal.

Therefore, it was,

Resolved:

11.1 That the area of the White Horse ward of North Bradley Parish Council be transferred to Trowbridge Town Council as part of the Trowbridge Drynham ward, coterminous with the Unitary Division of the same name, and to be represented by three town councillors.

11.2 That the area of the Park ward of North Bradley Parish Council be transferred to Trowbridge Town Council as part of the Trowbridge Park ward, coterminous with the Unitary Division of the same name, and to be represented by three town councillors.

11.3 That North Bradley Parish Council be comprised of eleven parish councillors, without warding arrangements.

Reasons: Paragraphs 54, 73, 78, 80, 83, 84, 85 and 170 of the Guidance on Community Governance Reviews.

Note: Recorded votes for the proposed amendment and the resolution are attached to these minutes.

In relation to the amendment the vote was as follows: 14 in favour, 58 against, 4 abstentions.

In relation to the resolution the vote was as follows: 56 in favour, 11 against, 8 abstentions.

67I) Recommendation 12 - Melksham Merger

Councillor Richard Clewer, Chairman of the Electoral Review Committee, presented Final Recommendation 12 of the Committee. The Committee had considered proposals to merge the parishes of Melksham and Melksham Without.

The Committee was recommending the merger, or any partial merger, not be supported. It did not consider that sufficient grounds had been provided to justify such a proposal under the statutory criteria, with strong reasons to reject the proposal in particular noting the effective and viable governance of the existing parishes, which retained their own identities.

It was noted in the report that the suggestion of merging the two parishes had also been reviewed in 2015-16.

A statement was then received from Richard Wood, Chairman of Melksham Without Parish Council, in opposition to any merger proposal.

During debate several comments were made supporting the intention to not merge the parishes, which it was said was not supported by residents of Melksham Without. Other comments agreed with the Committee's view that there should not be a further review of the area for a considerable time and the situation changed significantly. It was noted that those areas on the edge of the town which might appropriately be joined with the town were to be considered under Minute 67m.

It was stated by some Members that the Town Council had informally discussed the proposal in recent months and would not be supporting a merger any further at this time.

At the conclusion of debate, it was,

Resolved:

12.1 To not recommend a merger of Melksham and Melksham Without Parishes.

67m) Recommendation 13 - Melksham and Melksham Without

Councillor Richard Clewer, Chairman of the Electoral Review Committee, presented Final Recommendation 13 of the Committee. The proposal was to transfer two areas of land within the parish of Melksham Without to the parish of Melksham, with associated governance changes.

The proposals aligned the incoming Melksham East unitary Division with the parish by transferring the incoming Hunters Wood ward of Melksham Without. This followed the line of an allocated housing site and incoming development which was an extension of the existing development in Melksham. The proposals also sought to transfer an area previously referred to as the 'Land north of Sandridge Common' which was also an allocated housing site and partially constructed development which formed part of the wider conurbation. As this was not part of the incoming Melksham East Division, to transfer it as part of that Division and town ward would require consent of the Local Government Boundary commission for England, which could be declined. If accepted, it would then be requested that the Division be made coterminous with the parish. There were also associated governance changes to both councils as a result.

The Committee considered both areas, as new urban development, would be more appropriately located within the town, and this was supported by the town council and the parish council, with the full reasoning set out in the Final Recommendations document.

A statement was received from Alan Baines, a Member of Melksham Without Parish Council, supporting the recommendations of the Committee.

No comments were received in debate on the proposal.

It was therefore,

Resolved:

13.1 That the area of the Hunters Wood Ward be transferred to the parish of Melksham as part of the Melksham East Ward.

13.2 That the area known as the 'Land north of Sandridge Common' as shown in the report be transferred to the parish of Melksham as part of the Melksham East ward.

13.3 That the Melksham East Ward continue to contain four town councillors.

13.4 To request that the LGBCE amend the Melksham East Division to be coterminous with the proposed revised Melksham East Ward.

13.5 That the Beanacre, Shaw and Whitley Ward be increased to four parish councillors, and be renamed Beanacre, Shaw, Whitley and Blackmore.

Reasons: Paragraph 73, 78, 80, 83, 84, 85 of the Guidance on Community Governance Reviews.

68 Community Governance Review 2019-20

At the conclusion of debate on the Community Governance Review and taking account of the outcomes of the votes on the above recommendations, it was therefore,

Resolved:

- 1) To approve the changes to community governance arrangements as set out below as recommended and detailed by the Electoral Review Committee in the Final Recommendations:**
 - i. Recommendation 1 - Salisbury and Netherhampton;**
 - ii. Recommendation 2 - Salisbury;**
 - iii. Recommendation 3 - Chippenham, Langley Burrell Without and Lacock;**
 - iv. Recommendation 4 - Kington St Michael and Chippenham Without;**
 - v. Recommendation 5 - Manningford and Woodborough;**
 - vi. Recommendation 6 - Pewsey;**
 - vii. Recommendation 7 - Wilcot and Pewsey;**
 - viii. Recommendation 8 - Wilcot and Huish;**
 - ix. Recommendation 9 - Calne Without: Derry Hill and Studley;**
 - x. Recommendation 10 - Calne Without: Warding;**
 - xi. Recommendation 11 - North Bradley and Trowbridge;**
 - xii. Recommendation 12 - Melksham;**
 - xiii. Recommendation 13 - Melksham Without and Melksham.**

- 2) To authorise the Solicitor of the Council to take all necessary measures to make and approve the Community Governance Order(s) to bring into effect for 1 April 2021 all of the changes detailed under Resolution 1, subject to any required consents by the Local Government Boundary Commission for England;**

- 3) To authorise the Electoral Registration Officer to make any necessary changes to polling districts to bring them into line with the agreed governance changes, to be reported to the Electoral Review Committee.**

69 **Parish Name Change Review**

Councillor Richard Clewer, Chairman of the Electoral Review Committee, introduced a report on proposals to amend the names of three parishes or parish councils. Each request had been made by the relevant parish council and a survey made available for any responses, details of which were provided in the report.

Councillor Clewer moved that the proposals be approved, which was seconded by Councillor Gavin Grant, Vice-Chairman of the Electoral Review Committee.

Group leaders were given the opportunity to comment on the proposals.

During a short debate support was expressed for the proposals to change the name of Fittleton to recognise the larger settlement of Haxton, that as the settlement of Lockeridge was not included in the name of the current joint parish council of Fyfield and West Overton then a new name of Kennet Valley was appropriate to encompass all three, and that there was no objection to amending the name of Cheverell Parva.

At the conclusion of debate, it was,

Resolved:

- 1) To approve name changes for the following parishes and parish councils:**
 - a) Fittleton to be changed to Fittleton cum Haxton;**
 - b) Fyfield and West Overton Parish Council to be changed to Kennet Valley Parish Council;**
 - c) Cheverell Parva to be changed to Little Cheverell.**

- 2) To authorise the Solicitor to the Council to make any necessary legal orders and notifications to enact the above changes.**

(Duration of meeting: 10.30 am - 3.25 pm)

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

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

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Recommendation 1 - Recorded Vote - 75 For, 0 Against, 2 Abstentions

First Name	Surname	Vote
Ben	Anderson	For
Pat	Aves	For
Chuck	Berry	For
Ian	Blair-Pilling	For
Richard	Britton	For
Derek	Brown	For
Allison	Bucknell	For
Clare	Cape	For
Trevor	Carbin	For
Mary	Champion	For
Pauline	Church	For
Ernie	Clark	For
Richard	Clewer	For
Anna	Cuthbert	For
Kevin	Daley	For
Brian	Dalton	For
Jane	Davies	For
Andrew	Davis	For
Matthew	Dean	For
Tony	Deane	For
Christopher	Devine	For
Stewart	Dobson	For
Mary	Douglas	For
Peter	Evans	For
Sue	Evans	For
Peter	Fuller	For
Richard	Gamble	Abstain
Sarah	Gibson	For
Gavin	Grant	For
Jose	Green	For
Mollie	Groom	For
David	Halik	For
Alan	Hill	For
Sven	Hocking	For
Nick	Holder	For
Ruth	Hopkinson	For
Atiqul	Hoque	For
Jon	Hubbard	For
Chris	Hurst	For
Peter	Hutton	For
Tony	Jackson	For
Simon	Jacobs	For
George	Jeans	For
Johnny	Kidney	For
Carole	King	For
Gordon	King	For
Edward	Kirk	For
Jerry	Kunkler	For

Jacqui	Lay	For
Brian	Mathew	For
Laura	Mayes	For
Ian	McLennan	For
Nick	Murry	For
Christopher	Newbury	For
Paul	Oatway	For
Steve	Oldrieve	For
Ashley	O'Neill	For
Leo	Randall	For
Fleur	de Rhé-Philipe	For
Pip	Ridout	For
Tom	Rounds	For
James	Sheppard	Abstain
John	Smale	For
Hayley	Illman	For
Toby	Sturgis	For
John	Thomson	For
Ian	Thorn	For
Jo	Trigg	For
Tony	Trotman	For
John	Walsh	For
Bridget	Wayman	For
Fred	Westmoreland	For
Philip	Whalley	For
Philip	Whitehead	For
Suzanne	Wickham	For
Christopher	Williams	For
Robert	Yuill	For

Recommendation 2 - Recorded Vote - 75 For, 0 Against, 2 Abstentions

First Name	Surname	Vote
Ben	Anderson	For
Chuck	Berry	For
Ian	Blair-Pilling	For
Derek	Brown	For
Andrew	Bryant	For
Allison	Bucknell	For
Clare	Cape	For
Trevor	Carbin	For
Mary	Champion	For
Pauline	Church	For
Ernie	Clark	For
Richard	Clewer	For
Anna	Cuthbert	For
Kevin	Daley	For
Brian	Dalton	For
Jane	Davies	For
Andrew	Davis	For
Matthew	Dean	For
Tony	Deane	For
Christopher	Devine	For
Stewart	Dobson	For
Mary	Douglas	For
PeterB	Evans	For
Sue	Evans	For
Peter	Fuller	For
Richard	Gamble	Abstain
Sarah	Gibson	For
Gavin	Grant	For
Jose	Green	For
Mollie	Groom	For
David	Halik	For
Ross	Henning	For
Alan	Hill	For
Sven	Hocking	For
Nick	Holder	For
Ruth	Hopkinson	For
Atiqul	Hoque	For
Jon	Hubbard	For
Chris	Hurst	For
Peter	Hutton	For
Tony	Jackson	For
Simon	Jacobs	For
George	Jeans	For
Johnny	Kidney	For
Gordon	King	For
Carole	King	For
Edward	Kirk	For
Jerry	Kunkler	For

Jacqui	Lay	For
Brian	Mathew	For
Laura	Mayes	For
Ian	McLennan	For
Nick	Murry	For
Christopher	Newbury	For
Paul	Oatway	For
Steve	Oldrieve	For
Ashley	O'Neill	For
Horace	Prickett	For
Leo	Randall	For
Fleur	de Rhé-Philipe	For
Pip	Ridout	For
Tom	Rounds	For
James	Sheppard	Abstain
John	Smale	For
Hayley	Illman	For
Toby	Sturgis	For
John	Thomson	For
Ian	Thorn	For
Jo	Trigg	For
John	Walsh	For
Bridget	Wayman	For
Fred	Westmoreland	For
Philip	Whalley	For
Philip	Whitehead	For
Suzanne	Wickham	For
Christopher	Williams	For
Robert	Yuill	For

Recommendation 11 - Recorded Vote - Amendment - 14 For, 58 Against, 4 Abstentions

First Name	Surname	Vote
Ben	Anderson	Against
Pat	Aves	Against
Chuck	Berry	Against
Ian	Blair-Pilling	Against
Richard	Britton	Against
Derek	Brown	Against
Andrew	Bryant	Against
Allison	Bucknell	Against
Trevor	Carbin	Against
Mary	Champion	Against
Pauline	Church	Against
Ernie	Clark	For
Richard	Clewer	Against
Anna	Cuthbert	For
Kevin	Daley	Against
Brian	Dalton	Against
Andrew	Davis	Against
Matthew	Dean	Against
Stewart	Dobson	Against
Bill	Douglas	For
Mary	Douglas	For
Peter	Evans	Against
Sue	Evans	For
Peter	Fuller	Against
Richard	Gamble	Abstain
Sarah	Gibson	Against
Gavin	Grant	Against
Howard	Greenman	Against
Mollie	Groom	Against
David	Halik	For
Ross	Henning	Against
Alan	Hill	Against
Sven	Hocking	Against
Nick	Holder	Against
Ruth	Hopkinson	Against
Atiquil	Hoque	For
Jon	Hubbard	Against
Chris	Hurst	Against
Peter	Hutton	For
Hayley	Illman	Against
Simon	Jacobs	Against
Johnny	Kidney	Abstain
Carole	King	Against
Gordon	King	Against
Edward	Kirk	For
Jerry	Kunkler	Against
Jacqui	Lay	Abstain
Brian	Mathew	Against

Laura	Mayes	Against
Ian	McLennan	Against
Nick	Murry	For
Christopher	Newbury	For
Paul	Oatway	Against
Steve	Oldrieve	Against
Ashley	O'Neill	Against
Stewart	Palmen	Against
Horace	Prickett	For
Leo	Randall	For
Fleur	de Rhé-Philipe	Against
Pip	Ridout	For
Tom	Rounds	Against
James	Sheppard	Abstain
John	Smale	Against
Toby	Sturgis	Against
John	Thomson	Against
Ian	Thorn	Against
Jo	Trigg	Against
Tony	Trotman	Against
John	Walsh	Against
Bridget	Wayman	Against
Fred	Westmoreland	Against
Philip	Whalley	Against
Philip	Whitehead	Against
Suzanne	Wickham	Against
Christopher	Williams	Against
Robert	Yuill	Against

Recommendation 11 - Recorded Vote - Motion - 56 For, 11 Against, 8 Abstentions

First Name	Surname	Vote
Ben	Anderson	For
Pat	Aves	For
Chuck	Berry	For
Ian	Blair-Pilling	For
Richard	Britton	For
Derek	Brown	For
Andrew	Bryant	For
Allison	Bucknell	For
Trevor	Carbin	For
Mary	Champion	For
Pauline	Church	For
Ernie	Clark	Against
Richard	Clewer	For
Anna	Cuthbert	Against
Brian	Dalton	For
Andrew	Davis	For
Matthew	Dean	For
Stewart	Dobson	For
Bill	Douglas	Against
Mary	Douglas	Against
Peter	Evans	For
Sue	Evans	Against
Peter	Fuller	For
Richard	Gamble	Abstain
Sarah	Gibson	For
Gavin	Grant	For
Howard	Greenman	For
Mollie	Groom	For
David	Halik	Against
Ross	Henning	For
Alan	Hill	For
Sven	Hocking	For
Nick	Holder	For
Ruth	Hopkinson	For
Atiqul	Hoque	Abstain
Jon	Hubbard	For
Chris	Hurst	For
Peter	Hutton	For
Hayley	Illman	For
Simon	Jacobs	For
Johnny	Kidney	Abstain
Carole	King	Abstain
Gordon	King	Abstain
Edward	Kirk	Against
Jerry	Kunkler	For
Jacqui	Lay	Abstain
Brian	Mathew	For
Laura	Mayes	For

Ian	McLennan	For
Nick	Murry	Against
Christopher	Newbury	Against
Paul	Oatway	For
Steve	Oldrieve	For
Ashley	O'Neill	For
Stewart	Palmen	For
Horace	Prickett	Against
Leo	Randall	Against
Fleur	de Rhé-Philipe	For
Pip	Ridout	Abstain
Tom	Rounds	For
James	Sheppard	Abstain
John	Smale	For
Toby	Sturgis	For
John	Thomson	For
Ian	Thorn	For
Jo	Trigg	For
Tony	Trotman	For
John	Walsh	For
Bridget	Wayman	For
Fred	Westmoreland	For
Philip	Whalley	For
Philip	Whitehead	For
Suzanne	Wickham	For
Christopher	Williams	For
Robert	Yuill	For

Full Council Meeting – 9 September 2020 – Members Attendance

Councillor Name	Time In	Time Out
Phil Alford	10:30	15.25
Ben Anderson	10:30	15.25
Pat Aves	10:30	15.25
Chuck Berry	10:30	15.25
Ian Blair-Pilling	10:30	15.25
Richard Britton	10:30	15.25
Derek Brown	10:30	15:03
Andrew Bryant	10:30	15.25
Allison Bucknell	10:30	15.25
Clare Cape	10:30	15.25
Trevor Carbin	10:30	15.25
Mary Champion	10:30	15.25
Pauline Church	10:30	15.25
Ernie Clark	10:30	15:10
Richard Clewer	10:30	15.25
Mark Connolly	Apologies	Apologies
Christine Crisp	Apologies	Apologies
Anna Cuthbert	10:30	15.13
Kevin Daley	10:30	15.25
Brian Dalton	10:30	15.25
Jane Davies	10:30	15.25
Andrew Davis	10:30	15.25
Matthew Dean	10.30	13:35
Tony Deane	10:30	14.30
Christopher Devine	10:30	15.25
Stewart Dobson	10:30	15.25
Bill Douglas	10:30	14:48
Mary Douglas	10:30	15.25
Peter Evans	10:30	15.25
Sue Evans	10:30	15.25
Nick Fogg	10:45	14.30
Peter Fuller	10:30	15.25
Richard Gamble	10:30	15.25
Sarah Gibson	10:30	15.08
Gavin Grant	10:30	15.25
Jose Green	10:30	15.25
Howard Greenman	13.55	15.25
Mollie Groom	10:30	15.25
David Halik	10:30	15.25
Russell Hawker	Apologies	Apologies
Ross Henning	10:30	15.25
Mike Hewitt	Apologies	Apologies
Alan Hill	10:30	15.25

Sven Hocking	10:30	15.25
Nick Holder	10:30	15.25
Ruth Hopkinson	10:30	15.25
Atiquel Hoque	10:30	15.25
Jon Hubbard	10:30	15.25
Chris Hurst	10:30	15.25
Peter Hutton	10:30	15.25
Hayley Illman	10:30	15.25
Tony Jackson	10:30	14.30
Simon Jacobs	10:30	15.25
George Jeans	10:45	15.25
Bob Jones		
Johnny Kidney	10:30	15.25
Carole King	10:30	15.25
Gordon King	10:30	15.25
Edward Kirk	10:30	15.25
Jerry Kunkler	10:30	15.25
Jacqui Lay	10:30	15.25
Jim Lynch		
Brian Mathew	10:30	15.25
Laura Mayes	10:30	15.25
Ian McLennan	10:30	15.25
Nick Murry	10:30	15.25
Christopher Newbury	10:30	15.25
Ashley O'Neill	10:30	15.25
Paul Oatway	10:30	15.25
Steve Oldrieve	10:30	15.25
Stewart Palmen	12:00	15.25
Andy Phillips		
Horace Prickett	10:30	15.25
Leo Randall	10:30	15.25
Fleur de Rhe Philipe	10:50	15.25
Pip Ridout	10:30	15.25
Ricky Rogers		
Tom Rounds	10:30	15.25
Jonathon Seed	10:30	15.25
James Sheppard	10:30	15.25
John Smale	10:30	15.25
Toby Sturgis	10:30	15.25
Melody Thompson	Apologies	Apologies
John Thomson	10:30	15.25
Ian Thorn	10:30	14:50
Jo Trigg	10:30	15.25
Tony Trotman	10:30	15.25
John Walsh	10:30	15.25
Bridget Wayman	10:30	15.25

Fred Westmoreland	10:30	15.25
Philip Whalley	10:30	15.25
Stuart Wheeler	Apologies	Apologies
Philip Whitehead	10:30	15.25
Suzanne Wickham	10:30	15.25
Christopher Williams	10:30	15.25
Graham Wright		
Robert Yuill	10:30	15.25

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Wiltshire Council

Council

20 October 2020

Petitions Update

Petitions Received

No petitions have been received since the last meeting of Council.

Proposal

That Council notes this update on petitions.

Lisa Moore
Democratic Services Officer

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Wiltshire Council

Council

20 October 2020

Subject: Financial Year 2020/21 – Quarter 1 Additions to the Capital Programme

Cabinet Member: Cllr Pauline Church – Cabinet member for Finance and Procurement, and Commercial Investment

Executive Summary

As part of the Quarter 1 Budget Monitoring report presented to Cabinet at its meeting on 18 August 2020 it was agreed to recommend to Full Council to approve additions to the capital programme.

[Report to Cabinet and minutes of the meeting.](#)

Quarter 1 Capital Budget Monitoring

The additions to the capital programme are requested to be approved so that schemes can progress. The report confirms the current additions to the capital programme that require formal approval as funding is sought from capital receipts or borrowing.

Proposal

Council is asked to approve additions to the capital programme of £0.464m as per Appendix A.

Reason for Proposal

To ensure sound financial management as part of the Councils overall control environment and to allow capital schemes to progress.

Terence Herbert – Chief Executive

Wiltshire Council

Council

20 October 2020

Subject: **Financial Year 2020/21 – Quarter 1 Additions to the Capital Programme**

Cabinet Member: **Cllr Pauline Church – Cabinet member for Finance and Procurement, and Commercial Investment**

Purpose of Report

1. As part of the Quarter 1 Budget Monitoring report presented to Cabinet at its meeting on 18 August 2020 it was agreed to recommend to Full Council to approve additions to the capital programme as at 30 June 2020.

CAPITAL BUDGET MONITORING 2020/21 – QUARTER 1

2. In February 2020, Council approved a capital programme totalling £261.535m. At its meeting on 9 June 2020 Cabinet approved the deferral of £101.684m of schemes and on 14 July 2020 Cabinet approved the Area Board Grants be brought back into the 2020/21 programme, resulting in an approved programme of £160.733m.
3. Since the beginning of the year there have been a number of other changes to the capital programme for 2020/21, largely due to reprogramming of budget from 2019/20 to 2020/21; but also, to reflect additional funding being available.
4. Budget additions largely reflect increases in funding being available and brought into the programme under the Chief Financial Officer delegated authority. They comprise of additional grants from Central Government and Section 106 contributions and other contributions used to finance capital spend within the capital programme.
5. At its meeting on 18 August Cabinet agreed to recommend to Council an increase to the overall capital programme, that included 2 schemes that required funding from council resources, namely Capital Receipts or Borrowing. These increases and the schemes can be seen in Appendix A.
6. The Carbon reduction budget is to deliver the operational property energy efficiency and generation programme as a step towards achieving carbon neutrality for its operational property portfolio. An indicative budget was allocated at 20/21 budget setting which was then followed by a detailed Cabinet report. The budget allocation sought in the Cabinet report was £0.400m more than the indicative

budget approved as part for budget setting, this amendment aligns the budget to the Cabinet report approval.

7. The Wiltshire Online programme was designed to provide a fibre broadband service to those premises that commercial broadband providers considered to be financially non-viable, additional funding of £0.064m is required this financial year.

OVERALL CONCLUSIONS

8. Ongoing budget monitoring and management provides forecasts for the capital programme and identifies mitigations to ensure early identification of issues. Impacts are assessed, and action is taken to ensure overspends are not simply presented, and part of this action is to identify funding requirements that are in excess of current approvals. This report sets out the request endorsed by Cabinet at its meeting on 18 August 2020 to increase the capital programme by £0.464m from council resources.

Overview & Scrutiny Engagement

9. Regular reports are taken to Overview & Scrutiny relating to the Council's financial position.

Safeguarding Implications

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

Public Health Implications

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

Procurement Implications

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

Equalities and diversity impact of the proposals

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

Environmental and Climate Change Considerations

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

Risks Assessment

15. Ongoing budget monitoring and management is a mitigating process to ensure early identification of issues and that action is taken.

Financial implications

16. Increases to the capital programme from council resources have the impact of reducing resources available to fund other capital schemes (capital receipts) or have a cost implication to revenue (borrowing). These impacts have been assessed and are built into the financial planning forecasts for future years.

Legal Implications

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

Proposals

Council is asked to approve additions to the capital programme of £0.464m per Appendix A.

Background Papers and Consultation

Cabinet 18 August 2020: Financial Year 2020/21 – Quarter One Budget Monitoring

Contact Name:

Andy Brown, Interim Corporate Director Resources (Section 151 Officer)
andy.brown@wiltshire.gov.uk

Report Authors:

Andy Brown, Interim Corporate Director Resources (Section 151 Officer)
Lizzie Watkin, Head of Corporate Finance & Deputy Section 151 Officer

Appendices:

Appendix A: Capital Programme Additions Quarter 1 2020/21

APPENDIX A – CAPITAL PROGRAMME ADDITIONS QUARTER 1 2020/21

SECTION 3 - REQUESTS TO CABINET FOR ADDITIONAL RESOURCES							
<i>"Adjustment/addition of scheme to the capital programme which places an additional funding requirement on the programme"</i>							
Project Name:	Wiltshire Online						
Budget Change:	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025		
	64,381						
Funding Source:	Wiltshire Council Resources (Borrowing & Capital Receipts)						
Project Name:	Carbon Reduction						
Budget Change:	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025		
	400,000						
Funding Source:	Wiltshire Council Resources (Borrowing & Capital Receipts)						
	464,381	Total requests for additional resources in Year					
<p>In the exercise of my delegated powers (Section 1 and 2), I hereby authorise the amendments to the Capital Programme summarised above.</p>							
CHIEF FINANCE OFFICER:	Andy Brown						
DATE:	18th August 2020						

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Wiltshire Council

Full Council

20 October 2020

Annual Report of the Corporate Parenting Panel October 2019 to September 2020

1. Purpose of Report

1.1 This report forms the annual update to Council from the Corporate Parenting Panel (CPP) in accordance with the Council's Constitution.

1.2 The government introduced clear corporate parenting principles that require all departments within a local authority including staff, elected members and partner agencies to recognise their role as a corporate parent and encourage them to look at the support and services they provide. The principles are:

- To act in the best interest and promote the physical, mental health and wellbeing of children and young people looked after;
- To encourage children and young people looked after to express their views, wishes and feelings;
- To consider the views, wishes and feelings of children and young people looked after;
- To help children and young people looked after to gain access to, and make the best use of, the services provided by the local authority and its relevant partners;
- To promote high aspirations and seek to secure the best outcomes for children and young people looked after;
- To ensure children and young people looked after are safe and have stability in their home lives, relationships, education and/or work place;
- To prepare children and young people looked after for adulthood and independent living.

2. Background

2.1 The role of Wiltshire's Corporate Parenting Panel is to secure Councillor involvement and commitment throughout the Council to deliver better outcomes for children and young people who are looked after or care experienced. All Councillors are reminded that they have responsibilities as a "corporate parent" for children and young people who are Looked After in Wiltshire.

2.2 Wiltshire Corporate Parents are responsible for 467 (end of Quarter 4 2019/20) children in our care and 175 care experienced young people (aged 18-21). Of those children in our care, 25% are voluntarily accommodated (children were put into the Local Authority's care with the parent's agreement) and the remaining children are subject to an interim or full Care Order.

- 2.3 Councillors Pat Aves, Mary Champion, Pauline Church (Chair), Jane Davies, (Vice Chair), Peter Hutton, George Jeans, Stewart Palmen, and James Sheppard formed the membership of the Panel during the period June 2019 to June 2020. From July 2020, Councillor Laura Mayes became the Cabinet Member for Children, Education and Skills and replaced Councillor Pauline Church on the Panel as Chair. The Lead Officers were Martin Davis (Interim Head of Service – Care, Placements and EDS) who was then replaced by Iona Payne (Head of Children in Care and Young People).
- 2.4 The meetings were regularly attended by the following officers and representatives:

Dexter Chipeni (Commissioning Support Assistant), Kathryn Davis (Service Manager – Virtual Head and Vulnerable Groups), Martin Davis (Interim Head of Service - Care, Placements and EDS), Sally Ellis (Public Health Specialist), Liza Ingleton (Foster Carer and Wiltshire Fostering Association), Sara James (Service Manager – Quality Outcomes & Reviewing Service), Dr Cathy Mallet (Designated Doctor for CLA), Steve Parfitt (Foster Carer and Wilts Fostering Association representative), Lena Pheby (Designated Nurse for Looked After Children), Nicole Smith (Head of Housing Operations & People Service), Karen Stokes (Missing Children and CSE Co-Ordinator), Matthew Turner (Service Manager – Care and Placement Services), Lucy Townsend (Director of Children’s Services), Jay Williams (Kinship and Fostering Manager) and representatives of Wiltshire CCG. Other Officers attended as required to present particular reports.

Tyla Parsons (Care Experienced representative) attended the meetings on 12 November 2019 and 21 January 2020 and Scott Kane and Achannie Blake (Youth Consultants) attended the meeting on 12 November 2019. Lorna and Konrad attended the meeting on 30 June 2020 as representatives from the Children in Care Council.

3. Work Programme

- 3.1 The Corporate Parenting Panel (CPP) has discussed a broad range of topics whilst considering the young people’s views. A Children in Care Council (CiCC) representative has been invited to attend each Panel meeting and, whilst not able to attend all, they have provided invaluable help and opinion.
- 3.2 During the last reporting period time was spent reworking the strategic priorities to ensure they were focused on young people’s outcomes. Councillors Pauline Church and Stewart Palmen and Lucy Townsend (Director of Children’s Services) met with young people in Autumn 2019 and the strategic priorities were redrafted and shared with the children in care council and then discussed and agreed in the Shared Guardian Session in March 2020.
- 3.3 The Panel has received the following reports and information:

Quarterly Performance Data

- National and Local Key Performance Indicators for Children in Care data
- Looked After Children Missing data and commentary
- Initial Health Assessments and Review Health Assessments
- MOTIV8 (Substance Misuse Service) data

Annual Reports

- Health of Looked After Children – 2018/19
- MOTIV8 Service – 2019/20
- Wiltshire's Independent Visitor Scheme – 2019/20
- Independent Reviewing Officers – 2019/20
- Update on Disruption Meetings – 2019/20
- Adoption West 2019/20

Updates

- Language that Cares (implementation of the language used to describe young people in our care and their experiences)
- Foster Carer Recruitment
- Disruption Meetings
- Work of the Children in Care Council
- Management of the Children's placement budget
- MOTIV8 service
- Family Fostering Groups
- Fostering Excellence Project
- Councillors Strategic Priorities
- Adoption West
- Covid-19 Impact on Children's Services

4. Scrutiny of Performance

- 4.1 There are two aspects to the scrutiny function of the Panel; the receipt of reports relating to the identified priorities (and the resulting analysis and discussion) and the scrutiny of performance data. Over time, a dashboard of performance information has been developed and exception report received at each meeting.

5. The Corporate Parenting Strategy

- 5.1 The Corporate Parenting Strategy was reviewed in early 2018 and through consultation with the Children in Care Council the same seven priority areas for focus were agreed. These continued through to July 2019 when it was decided that these should be reviewed again. Councillors Pauline Church and Stewart Palmen and Lucy Townsend (Director of Children's Services) met with representatives of the Children in Care Council in the autumn of 2019 and these were completely revised with the young people listing their 8 priorities. There is now a revised 2020 Corporate Parenting Strategy incorporating the

new 8 priorities (**attached as Appendix 1**) which is also seeking Council approval at this meeting.

5.2 The fundamental aims of the Corporate Parenting strategy are to ensure that Councillors:

- Understand their roles and responsibilities as Corporate Parents
- Scrutinise and challenge how the Council performs in delivering its services as a Corporate Parent
- Engage effectively, with energy, consistency, and confidence with children and young people so that their voice is heard and has influence
- Support and enable children and young people to challenge where services need to improve.
- Maintain a comprehensive overview of the progress of children who are looked after and care experienced, scrutinising the quality, effectiveness and performance of the services that support them.

5.3 **The Priorities:** The Strategy, has eight strategic priorities. Each member of the Panel has a lead role for a strategic priority ensuring oversight and critical challenge. The revised priorities and the Councillor/Officer lead are detailed below:

1. To have links with my local community where I am trusted, respected and accepted. This means I can access the local community and I am not left out. *Cllr Laura Mayes - Support Officer – Iona Payne*
2. Support for as long as I need it. *Cllr Pat Aves – Support Officer – Neil Adlam*
3. To feel and be safe. *Cllr Peter Hutton – Support Officer – Sara James*
4. To be heard – my voice is not the only way I am heard, it may come out as my behaviour. *Cllr James Sheppard – Support Officer – Sarah Banks/Gary Binstead*
5. Support with my mental health especially at school, at a time and a place that suits me and not services. *Cllr Stewart Palmen – Support Officer – Judy Edwards*
6. Support to be the best I can. *Cllr Jane Davies – Support Officer – Kathryn Davis*
7. Support to be healthy and this includes opportunities to be involved in new activities. *Cllr George Jeans – Support Officer – Sally Ellis*
8. A loving home where I have good relationships, respect and the opportunity to see my family. *Cllr Mary Champion – Support Officer – Matthew Turner*

6. **Our Virtual School**

- 6.1 A new Virtual School Head Teacher was appointed in September 2019, coinciding with the service's move to the Education & Skills directorate. A verbal report was provided by the VSH to CPP in September 2019, to share headline (unvalidated) education outcomes for our children in care at the end of the academic year 2018 -19.
- 6.2 A summary of key post-Ofsted priorities for the Virtual School was also shared, which focused on securing consistency in co-production of PEPs of the highest quality, as a mechanism to secure improved educational outcomes for our looked after children and young people. At CPP, we discussed how this priority sits alongside ongoing work to improve the use of educational performance data (progress and attainment), ensuring that support and challenge to schools, colleges and early years settings, results in significant improvements in educational outcomes for our children in care.
- 6.3 In November 2019, the Head Teacher's Report was shared at CPP with an opportunity to scrutinise the Virtual School's performance at each key stage and to understand what this meant in terms of individual children's outcomes.
- 6.4 At the CPP meeting in June 2020, a report on the impact of Covid-19 was shared, which included data on school attendance since 23 March. School attendance of children in care was monitored daily during this period, reaching 46% at the highest point. School attendance decisions were risk assessed by social workers for every child in care.
- 6.5 In order to support work towards strategic priorities, the Virtual School Head linked with the Lead Member for Education and SEND, with meetings held in March and August 2020. The initial focus for the link work on the priority 'support to be the best I can' is focused on education, employment and training opportunities for children in care and care leavers Post 16.

From Conference and Reviewing Officer

B, who is now 19yrs care experienced, from the age of 10 having experienced a difficult family life. Her long-term matched placement broke down when she was around 14/15 because of mental health problems of her carer. She went to another foster placement and then at 18yrs to supported accommodation. B has worked hard at college and has worked in a care home on nights for the last year whilst living in her supported lodgings. She worked all the way through COVID and had to deal with the home losing several their residents to COVID.

B has secured a place to study Adult Nursing at UWE and is moving to live in the halls of residents on soon (*Sept 2020*).

- 6.6 Many education good news stories have been shared at CPP throughout the year. For example, we shared that one of our young people successfully managed what was potentially a very challenging transition from primary to secondary school. He settled very well and was chosen by the head of year 7 as the pupil most deserving for a reward due to his attitude, attendance and his lovely manner. The reward was a paid skiing trip to Austria at the end of last term. Another young person was chosen to be a college ambassador at a recent open day for prospective students. After the event, the college received the following feedback from one of the prospective parents: *“I found everyone who I spoke to very informative and helpful ... One person I was most impressed with was your Public Services student XX, who came across with an enthusiastic and passionate attitude about the college and his progression there which reaffirmed my assurances..... A true ambassador to your college!”*
- 6.7 This academic year has generated many challenges for our children in care and care leavers, with a particularly significant Covid-19 impact for those in exam year groups. We know how hard our care experienced young people have worked; we know that it wasn't always easy and we know how much it matters. We're proud of all they have achieved and look forward to reporting to CPP in the new academic year about the next stages of their education and training.

7. Placement Stability

- 7.1 There is a range of information made available to the Corporate Parenting Panel which helps to indicate the effectiveness of the Council's work in terms of Priority 8 “A loving home where I have good relationships, respect and the opportunity to see my family”. **In November 2019**, the Panel considered information relating to the Language that Cares research carried out by TACT. This helps social workers and others who work with and support our children to use sensitive and appropriate language when they are talking together about what makes their living arrangements work.
- 7.2 The same Panel went on to consider key performance data relating to children in care which helps us to understand the impact that our services have on that group and help us to know whether we are making a difference to the lives of children and young people. For Q2 of 2019, placement stability was good: the number of children experiencing 3+ places within the last 12 months at 7% was below that of the England average, statistical neighbours and statistical neighbours who are 'good'.
- 7.3 The number of children who were in secure long-term places (looked after for at least 2.5 years and in the same place for at least 2 years) at 78% was also better than the England average and statistical neighbours, including those graded as 'good'. The percentage of children living with foster carers was 77%, however of these 46% were living with Wiltshire Council approved carers and the remainder were with IFA carers.

- 7.4 The majority of the remaining children and young people were living in residential children's home or specialist education places. We want as many of our children in care to be with our foster carers as we are sure this provides the best support to them and usually allows them to remain at their local school, in their communities and better allows them to have positive and rewarding family time with their parents and other family members.

J (16, living in residential care) has now raised over £1,000 for a sponsored haircut. One of his carers shaved his hair off for him. He is putting the money towards the NHS and cancer charities at Southampton hospital. This is not something that would have been anticipated from J and shows his developing understanding of the world around him

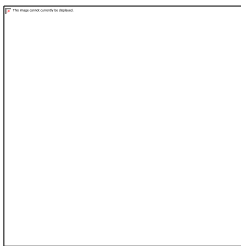
- 7.5 Some of these themes repeated in the reporting to the Panel in **January and March 2020**. At the latter meeting, for Q3, stability showed as being the number of children experiencing 3+ places within the last 12 months at 8% (a 1% increase on the previous quarter), remaining below that of the England average, statistical neighbours and statistical neighbours who are 'good'. The number of children who were in secure long-term places (looked after for at least 2.5 years and in the same place for at least 2 years) stayed at 78%. The percentage of children living with foster carers remained at 77%, with 46% living with Wiltshire Council approved carers. Our number of approved foster carers has remained broadly steady through the year with about 140 households.
- 7.6 In **June 2020**, the Panel again considered the suite of performance information, taking into account Q4 data. Placement stability for children experiencing 3+ placements in 12 months was 9% and for those remaining in long term placements it was 77%. Whilst this represents a very slight decrease in the short term stability measure it is in the context of the Covid-19 pandemic when there were some challenging situations arising and so it is important that the data is tracked into 2021 to better understand the long term impact.
- 7.7 Disruption Meetings allow us to reflect upon situations that arise, leading to unplanned endings of arrangements for children. It is important that we learn the lessons about what happened and what could be done differently in the future, thus improving retention. The main themes reported in **November 2019** were the importance of information sharing, the support given to foster carers, the role of social workers in supporting and challenging carers appropriately and the need to have a robust team around the child.
- 7.8 The Disruption Meeting Annual Report presented in **June 2020** again saw similar themes about the importance of working together and supporting and training foster carers. Whilst no "new" themes emerged it is important to remind workers and services about what is learned from unplanned endings so that improvements in practice are made.

8. Children Missing from Care

- 8.1 To help our work, we need to better understand why children go missing from care and so the data presented at the **March 2020** meeting helped that consideration, again the question is what can be done differently to reduce the likelihood of this happening and bring greater stability to a child or young person's life. There were 60 missing episodes for 24 individual children in care. Most children have Return Interviews which helps us to better understand what has happened.
- 8.2 In **June 2020**, the number of Wiltshire children in care who had been missing was 25, accounting for 79 episodes showing that a similar number of individuals were reported missing more often, the likely reason for the increase being concern about breaching Covid-19 restrictions.

9. Our Fostering Service

- 9.1 In order to try and increase the number of children living with our carers to somewhere close to the target of 60-65%, we need to recruit more foster carers and, over the course of the year, Panel meetings heard about continuing work to achieve this, primarily focused upon social media campaigns.



- 9.2 The impact of not seeing an increase in the number of Council foster carers is that there continues to be pressure placed upon the Placement Budget which supports external places for children with IFA carers, residential providers or those who need supported living before the age of 18. At this time the report showed that significant overspend in the region of £1.3k was anticipated, bringing members' attention to importance of appropriate scrutiny in this area of work. It was recognised that there are ways to try and reduce and better manage the burden placed on the budget; by improving commissioning arrangements and better managing the market, by recruiting more foster carers for the Council as indicated above and by retaining the carers that we have.



- 9.3 The Panel heard about the new Fostering Excellence project which has brought significant capital funding to the continuing challenge of recruiting more foster carers for the Council and, as indicated, a significant increase in this pool of carers will lead to improvement in a number of ways as there will be choice and opportunity to match children and young people with carers which is likely to bring greater stability.
- 9.4 Throughout reporting, the number of children in long term, matched foster placements (either in-house or with IFAs) is high. Fostering information showed that the progress of the Fostering Excellence project was starting to grip, accelerated by the new campaign launch – “Everyday matters” – which coincided with Fostering Fortnight in May. The numbers of applications from those who wanted to be approved as Wiltshire Council foster carers is growing.

Terry has recently resigned as a foster carer after over 24 years fostering for Wiltshire, after the young man with some additional needs, he has cared for over the last eight years moved to a new home to support him into adulthood. Terry is 81 years old and was our oldest foster carer.

9.5 Whilst it is too early to see the full impact of Fostering Excellence it is anticipated that results of the investment and new activity will be seen during 2020/21.

10. Our Adoption Service

10.1 Adoption West is a collaboration between Bath and North East Somerset, Bristol, Gloucestershire, North Somerset, South Gloucestershire and Wiltshire local authorities, whose aim is to deliver an adoption service that offers improved outcomes for both children and those who want to adopt. Working together as part of a larger region will help recruit new families more effectively, enable children to move into their permanent homes faster and will improve adoption support services as well as allowing best practice to be shared and make our services even better.

10.2 In **March**, the Panel received the six month interim report of Adoption West and the performance of the Council in terms of achieving legal permanence for children through adoption. The headlines of the report were that in Q1 and Q2 of 2019/20 14 Adoption Orders were granted (33 in the previous year), 11 children were placed for adoption and 14 Wiltshire based families had been approved as suitable to adopt. Adoption timeliness continued to be positive.

10.3 Achieving permanence for children through adoption is a high priority for the Council and this shows that we are on track for a similar number of adoptions to be achieved this year. The Adoption West partnership continues to develop with regular scrutiny through Cabinet and its own partnership scrutiny arrangements.

11. Participation of looked after children

11.1 At **June 2020** Panel, The Conference and Reviewing Service Annual Report was presented. The work and impact described in this helped the Panel to understand how children and young people are best supported.

11.2 When a child can contribute directly to their review and it is held on time, the likelihood is that the arrangement will be better, difficulties can be spotted and resolved more quickly and children will have a positive family experience living with their foster carers and enjoying opportunities to achieve and succeed. The report showed that in the year 2019/20 just over 89% of children and young people participated in their reviews. This is good however we want to aim for a participation rate of 95%. This will then provide further evidence to Priority 4 - *To be heard – my voice is not the only way I am heard, it may come out as my behaviour.*

“We sought feedback from children/young people and their families about their reviews and child protection conferences using feedback forms in February 2020. The feedback was overwhelmingly positive. Children and young people say they feel listened to, their participation in the reviews is encouraged and they can say what they want during the meeting” (pg.8).

*Conference and Reviewing Service
(IRO) Annual Report
1 April 2019 – 31 March 2020*

- 11.3 “Language that Cares”, was discussed at the start of the year which focused on the implementation of the language used to describe young people in our care and their experiences. Language That Cares is a collaborative effort led by the TACT organisation that aims to change the language of the care system. Language That Cares is a list of words and phrases used in the care system although not exhaustive that was put together by children and young people.
- 11.4 For example, “care leaver”, the preference of young people was care experienced: *“We prefer ‘care experienced’ but we are not always keen on the word ‘care’ as this can mean anything due to ‘care’ having a wide definition.”* Cheshire East Young People” (pg. 5, Language that Cares, 2019). The other example is “LAC:” *“Take away LAC acronym completely.”* (Herefordshire Young People) or *“The acronym ‘LAC’ can be understood as a suggestion that the child or young person is ‘lacking’ something.”* (pg.9 Language that Cares, 2019).
- 11.5 A full glossary/dictionary of words is being developed within Families and Children’s Services focussing on the language in social work. Workshops have taken place in February with young people’s views obtained face to face regarding the dictionary of words. This will be launched later this year.

12. Children in Care Council (CiCC)

- 12.1 The Children in Care Council is a key stake holder group relating to matters included in the Corporate Parenting agenda. There is a mature relationship between CiCC and as a result young people have helped to shape the way in which we undertake our work. Through the Shared Guardian sessions, they have helped to influence the work and priorities of the CPP.
- 12.2 Historically, following each meeting of the Panel there was a ‘Shared Guardian’ session where young people and Councillors met to discuss key themes. While these sessions have largely been successful as evidenced by the ‘You Said, We Did’ audit, following feedback from the young people we changed the format of these meetings, agreeing to hold two business meetings and two social events in the year.
- 12.3 For the Shared Guardian Session on 10 September 2019 the Children in Care Council had asked for a session to include Mental Health and how they could support the Social, eMotional and mental Health service using technQlogy in Wiltshire (SOMEHOW) Project, with a view to their views being captured on what they think works, what could be improved and how it’s best to deliver support services to young people. The project is piloting a new approach to identifying and responding to social, emotional and mental health (SEMH) needs in primary school children, making best use of multi-agency working and digital innovation. The aim is to upskill school staff to respond to emerging SEMH challenges, and for specialist services to respond proactively and holistically when further support is required.

- 12.4 An interactive session was held with the Corporate Parents, Senior Officers and the young people representatives with several group exercises to review current services and give feedback on what works well and what needs to improve.
- 12.5 For the Shared Guardian Session on 10 March 2020 we took the opportunity to discuss with the CiCC representatives what they would want to see happening to progress the Panel's new strategic priorities that had been drawn up following a session held with a group of young people in October 2019. The Chair explained that the 8 priorities had been allocated to each of the 8 Corporate Parenting Panel Members and that they would also have an Officer to support them. The young people present were asked for their views on what the priorities meant to them.
- 12.6 Iona Payne suggested that as there is a Councillor (Corporate Parent) and an Officer linked to each of the Panel's strategic priorities, maybe there could be a young person too. This was agreed by the CiCC and a young person has been matched up with the priorities.
- 12.7 At the Shared Guardian Session on 22 September 2020 CiCC asked to have a discussion/workshop on mental health awareness.
- 12.8 Membership of CiCC has steadily grown throughout the year however this work will continue throughout 2020/21 and more members of CiCC will be recruited so that the group is as representative of the care population in Wiltshire as possible and includes broad and consistent membership, allowing momentum to be built for the work they take forward. Attached as **Appendix 2** is a copy of the Annual Report of the Children in Care Council for 2019/20.

13. Performance:

- 13.1 Over time, performance reporting has developed to include local authority data alongside comparative data from statistical neighbours and the England average. The most recent data is for Q1 2020/21 (as at 30th June 2020). (See **appendix 3**) In year, expected ranges and targets across all KPI's have been reviewed in consultation with Heads of Service and a revised suite of KPI and target ranges were presented and approved at the Performance and Outcomes Board in June 2020. These KPI and target ranges include:
- Data relating to looked after children including social work performance, health and education outcomes, where they are living and placement stability
 - Private Fostering data
 - Adoption data focusing on outcomes for Wiltshire Council's children.
- 13.2 The full dataset is not repeated here, however, it is relevant to provide the following overview information which connects to the CPP priorities:

Number of children under 18 yrs in the care of Wiltshire local authority between 2013 - 2020 (at 31st March each year)

	2013	2014	2015	2016	2017	2018	2019	2020
Children	446	397	404	419	443	444	462	467

Proportion of children per 10,000 of the under 18 population between 2013 - 2020 (at 31st March each year)

	2013	2014	2015	2016	2017	2018	2019	2020
Wiltshire	43	39	39	40	42.6	42.3	44.3	44.2
Statistical Neighbour	42	43	45.3	48	52	53	56	n/a
England	60	60	60	60	62	64	65	n/a

Number of children entering care by age

	Q2 19/20		Q3 19/20		Q4 19/20		Q1 20/21	
	Children	%	Children	%	Children	%	Children	%
Under 1	13	25%	10	32%	10	23%	7	23%
1 – 4	14	27%	5	16%	6	14%	6	19%
5 – 9	6	12%	3	10%	14	32%	9	29%
10 - 15	14	27%	8	26%	8	18%	9	29%
16+	5	10%	5	16%	6	14%	0	0%
Total	52	100%	31	100%	44	100%	31	100%

Number of current looked after children by age (at end of quarter)

	Q2 19/20		Q3 19/20		Q4 19/20		Q1 20/21		England (2019) %
	Children	%	Children	%	Children	%	Children	%	
Under 1	19	4%	25	5%	26	6%	27	6%	5%
1 - 4	49	10%	45	10%	47	10%	45	10%	13%
5 - 9	62	13%	63	14%	72	15%	68	15%	18%
10 - 15	203	43%	198	43%	198	42%	195	44%	39%
16+	137	29%	134	29%	124	27%	113	25%	24%
Total	470	100%	465	100%	467	100%	448	100%	100%

13.3 The recent commentary discussed at the CPP meetings.

- Over the last 5 years the number and rate of children in care in Wiltshire has increased from a low base. Despite this, the current Wiltshire rate of 42 per 10,000 remains significantly below statistical neighbours (56 per 10,000), other 'outstanding' local authorities (48 per 10,000) and significantly below the England average (65 per 10,000).
- Given Wiltshire's low levels of deprivation, we would expect the rate of children in care to be below the national average. We have confidence in our threshold and know through external scrutiny (Ofsted 2015 and 2019) that we bring children into care at the right time. However, the growth in numbers of children in care we have seen will likely steadily continue in the future, despite minor fluctuations. Original 2020 modelling forecasts using long-term data across a broad range of indicators (e.g. relationship between referrals and rate of Child in Need (CIN)/Support and conversion into CLA), and national, local and strategic intelligence (including from FACT, Support and Safeguarding Service (SASS) evaluation, POG (Performance Outcome Group) and POB (Performance Outcome Board)) suggest we are likely to see our children in care numbers rise annually by 14-17 each year until 2023. More recently as part of Covid-19 recovery demand modelling the number of children looked after is estimated to increase by 25 (from base) for 2020/21.
- The age profile of children in care is broadly in line with the England profile.
- The placement profile is also in line with the England profile with 78% (349) of children placed with foster carers. However only 43% (151) of these children are placed with Wiltshire Council carers and currently 44 children (13%) are placed in children's homes. The number of children placed in children's homes is higher than we would anticipate and does create additional financial pressure. A fostering transformation plan (Fostering Excellence) has been approved by Senior Management Team (SMT) and implementation began in April 2020. Through a range of measures, we will seek to increase the number of carers, the resilience of foster placements and achieve better outcomes for children.
- In the first quarter of 2020-21, 100% of reviews for children in care were held in timescale and 96% included the views of children. Exceptions reports are provided to the Service Manager who monitors all late reviews. Furthermore, in the last 12 months, work has been undertaken to develop a suite of monitoring reports to track review timeliness and participation in 'real time', whilst at the same time encouraging Independent Reviewing Officers to monitor their own performance via the use of these self-service reports.
- Distant placements. The percentage of our children who are placed outside of Wiltshire at 29% is better performance than Statistical Neighbours (SN's) and the England average. However, England averages are skewed by small unitary authorities and London boroughs where children are frequently placed outside the Local Authority boundary but still close to home and for this reason we report on children placed over 20 miles from home. At 36% we are above both SN (31%) and England average (20%). This reflects the challenges of securing local independent fostering and residential placements

while the number of children in care within Wiltshire and across the region continues to grow. In addition to the Fostering Excellence approach described above further work is required to engage more effectively with local providers to improve our access to local placements. This piece of work is being progressed by our Children's Commissioning Service.

- Placement stability. Despite limited placement choice our reported placement stability rates are strong across both measures. The number of children experiencing 3+ placements within the last 12 months at 7% is below that of the England average (10%) and LA's that are 'outstanding' (12%). Latest provisional Q1 regional benchmarking shows we also perform better than the South West regional average (12%) The number of children who are in secure long-term placements (looked after for at least 2.5 years and in the same placement for at least 2 years) at 79% is also better than the England average (69%), 'outstanding' LAs (68%). Again, provisional Q1 regional data also shows we have a higher rate of placement stability than our South West average (64%). An audit is currently underway to identify learning where children have experienced multiple moves, this learning will be reported to CPP when available. We are also introducing new checkpoints within Liquid Logic to ensure placement addresses are always up to date, this may impact negatively on reported stability rates in the future if we find incorrect placement addresses recorded.
- Visits – overall the improvements in the timeliness of visits to our children in care has been maintained throughout Q1 with 95% of visits being in time and performance is now good and consistent across both teams. This improved performance has been helped, in part, by the development of a range of self service reports which enable managers to keep better track of when visits are due in 'real time'.
- Private Fostering – 1 new private fostering notification was received in Q1 and the visit was completed within 7 days (day 4).
- Adoption – The number of children adopted in Q1 was below expectation (2), as was the percentage that were placed within 12 months of the decision that they should be adopted (80%), however since the end of June, performance has started to improve. Numbers of children in this cohort are very small so any change, even small, will have a significant impact on performance. At the end of June, 25 children were in adoptive placements and therefore it is expected that the total number of adoptions in 2020-21 will fall within the expected range. After several years of continued improvement against the adoption scorecard measures however, performance is anticipated to worsen in 2020-21 as several older children, and therefore those harder to place, are adopted. This reflects our priority in seeking the best permanence option for the child, even if this takes slightly longer to do so.

13.4 Priorities for the next period include:

- Improve compliance with the KPI range measures in order to improve outcomes for children

- Improve placement sufficiency so that more children are looked after by Wiltshire approved foster carers, closer to their homes, schools and communities
- Maintain recent improvements in visits to, and assessments of, Privately Fostered children
- Continue to ensure timely adoption for children where it is in their best interest
- Have a clear line of sight regarding outcomes for care experienced young people and our local offer.

14. Challenges/successes during Covid-19

14.1 Early March 2020 saw the impact of the coronavirus, now known as COVID-19 on the country and therefore on the work of the local authority with government directed restrictive movement, temporary closure of businesses and the need for social distancing. This therefore required a change in the way we worked with children, young people and their families.

14.2 A report was presented to Corporate Parenting Panel in June that provided an outline of the challenges posed to the Families and Children's services and the impact on changes to maintain effective support and safeguarding practices. However, there were also opportunities that allowed the service to think about how we could do somethings differently in the longer term.

- New COVID-19 practice standards and guidance were written, circulated to all staff and regularly updated
- Guidance was audited against Department of Education and Ofsted guidance
- Risk assessments were undertaken of all open child in need (CIN), child protection (CP) and children looked after (CLA) cases, and all cases were RAG rated. These were constantly reviewed and reassessed with case summaries placed on each child's record.
- Children, young people and families who were rated Red were visited face to face unless there was shielding, or risk determined face to face contact to be avoided; children, young people and families rated amber and green had a combination of virtual contact or face to face visits.
- Social workers and their managers worked with colleagues in School Effectiveness and the Virtual School to support vulnerable children back into school
- Meetings were held remotely via Microsoft teams to ensure the timeliness of CLA reviews, ICPC and RCP meetings.
- Canon's and Aspire Homes experienced staffing issues however Aspire were able to redeploy sufficient staff to remain operational and Canon's had positive support from colleagues in Adult Services to be included on the staff rota.
- Canon's maintained opening four nights per week as some families chose to shield their children, however is now open back up to its full seven nights since July
- Foster Carers were offered additional support, including an increase in contact from supervising social workers

- Fostering Excellence Campaign “Everyday Matters” as mentioned earlier was launched during this period, which had a good level of coverage
- Online training has also now been developed for new prospective Foster Carers
- Support to care leavers was enhanced, including funding WiFi and mobile data where need, and care leavers received a treat box from their PA.
- Latterly laptops were issued from the government to children, young people and care experienced where needed to ensure continued access to educational or training studies.

15. Ofsted Inspection

15.1 In June 2019, the Families and Children’s Service was inspected by Ofsted and there were five areas identified as needing to improve:

- Raising awareness of Private Fostering in the community
- The impact of services on children’s health and education when they are in care
- The clarity and accuracy of children’s records when they are in care
- The availability of suitable placements when children first come into care
- The quality of social work supervision.

15.2 Progress on actions in response to these areas are highlighted below:

Raising awareness of Private Fostering in the community

Improvements/positives in the last 12 months April 2019 – March 2020:

- Drop in sessions set up with the Private Fostering Social Worker during Private Fostering week (July 2019) for staff to gain advice and information about Private Fostering.
- An internal Private Fostering referral form has been devised to assist with accurate information being gained from Safeguarding Social Workers about any Private Fostering Arrangements on their caseloads requiring a Private Fostering assessment.
- A review of where the function of private fostering should sit within the Families and Children’s Service was undertaken and it was agreed it remains in Kinship and Fostering to ensure consistency and oversight
- Improved oversight of Private Fostering cases in the Kinship team, with consistency of workers.
- Safeguarding Vulnerable People Panel (SVPP) are aware of their responsibilities in raising awareness about Private Fostering through their website and multi-agency strategies.
- MASH team helps with raising awareness through their contacts and networks
- Initial visits have been completed within the statutory timescale and where not achieved, this was due to carer/child unavailability
- During the restrictive movement Kinship Q&A virtual workshops were set up, this included helping people understand how to identify PF arrangements.

From May 2020 three sessions have been held, accessed by 50 members of staff. Further workshops are planned monthly for the rest of 2020.

- The team has worked with the Marketing Officer for Fostering to develop the Private Fostering Awareness Action Plan 2020 – 2021; the Marketing Officer also undertakes a range of Private Fostering awareness raising activities
- The 2019/20 Private Fostering Annual Report will be shared at Corporate Parenting Panel in September 2020

The impact of services on children's health and education when they are in care

In the 2019 Ofsted Report, inspectors stated that leaders are not sufficiently rigorous in their monitoring of the work and impact of the virtual school officers resulting in the quality of personal education plans (PEPs) being variable. Since the inspection:

- New Quality Assurance processes for PEPs drafted October 2019 and finalised November 2019
- There is now a PEPs feedback and resubmission process for active PEPs via Welfare Call e-PEP from November 2019.
- An internal PEP audit schedule has been created and is now in place; first

R, aged 13yrs, came into care in May 2019, with a care order being granted in September 2019, he lives with long term foster carers. His school have reported that R is on target to be in the top 8% in the country for English GCSE with a predicted grade of 9.

Regarding the health needs of children in care, inspectors stated that “challenges remain in ensuring that all children benefit from a timely initial and review health assessment”.

- In response to this an action was put in place for the Clinical Commissioning Group (CCG) to lead a review of the effectiveness of Virgin Care and implement recommendations. Due to COVID-19 this review is still ongoing.
- The commissioning arrangements and more detailed KPIs for Virgin Care have been completed in July 2020
- In 19/20, the CCG commissioned an in-depth review of CIC health services including those provided by Virgin Care and CAMHS. By the end of Q1 20/21 IHA performance had improved significantly with 94% of IHA's completed within 28 days. This is subject to ongoing scrutiny and challenge by the Corporate Parenting Panel and overall, within the whole cohort of children in care, 96% of children had a medical within 19/20.

The clarity and accuracy of children's records when they are in care

- Lifestory Training has been added to our Learning and Development Offer
- Practice leads have been recruited and identified in the children in care teams
- A range of improvements have been implemented in Liquid Logic (children's management information system),
- “At a Glance” performance reporting has been developed in real time for children in care teams, these allow reporting by exception and monitoring and enables managers to report in the performance outcome group (POG).

The availability of suitable placements when children first come into care

- A review of the effectiveness of the STEPS (Short Term and Emergency Placement) scheme was undertaken in the autumn of 2019 and will be repeated again in Autumn 2020. The findings from 2019 identified the lack of sufficiency of move on places being identified in a timely way.
- Introduction of Fostering Excellence will aim to increase the number of foster carers, therefore reducing the “churn” of places with STEPS carers
- The Fostering Excellence Plan is now in its implementation stage, showing improved recruitment activity and will achieve its target of a net increase of 20 carers

The quality of social work supervision

- “At a Glance” reports have been developed in Liquid Logic for CIC, CIN and CLA and include case supervision
- Practice leads have been recruited to develop peer level scrutiny of supervision on a monthly basis and outcomes reported through Performance Outcome Groups and Performance Outcome Board
- Principal Social Worker has developed reflective supervision through Research in Practice training for March and July 2020, further training being identified.

16. Impact and Ambition

16.1 The Corporate Panel has received a breadth of activity relating to Wiltshire’s children in care and care experienced young people. The body of this report indicates areas of impact whilst others are more subtle and are likely to arise because of raised awareness of the issues that most directly affect the lives of this group of children and young people:

- The Children in Care and Care Leavers Council continues to evolve which ensures that the voices, experiences and opinions of our children and young people are reflected in operational practice development and in new areas of policy.
- Members have been able to consider key performance information relating to our children looked after and care experienced therefore allowing them to question officers about effectiveness, however this is balanced with narratives around good new stories, celebration of successes and raising awareness across the Council.
- The strategic priorities have been reviewed and updated these have started to be driven jointly by Members and lead officers however are in the early stages due to the impact of COVID-10.

- Return interviews, following missing episodes, are more regularly completed and the learning gained from them is incorporated into service development and our response to children who go missing, including those vulnerable to CSE.
- Members have been provided with information about Fostering Excellence and how this work is progressing, including the new marketing campaign.
- There is a strong offer of council-wide support available to care experienced young people. The existing core offer will be further developed with the support of the CPP and will need to be a significant focus of the CPP over the next 12 months.

16.2 It is important that the CPP ensures the best possible support is available to children in care and those who are care experienced. In terms of ambition, we want to achieve the following:

- Narrow the gap in outcome and achievement, in the broadest sense, between our children and young people and others living in Wiltshire, thus reducing disadvantage and stigma
- For each of the priority areas, ensure that there are identified actions developed from scrutiny and challenge so that the CPP is an effective driver of change and improvement
- Ensure that the comprehensive and innovative care offer to care experienced young people is based upon what they say they want and is effective. This will draw upon Council wide services and those that are provided by partner organisations and will be available to all our young people, including those who live outside Wiltshire, where applicable
- Continue to improve educational outcomes for our children and young people as we know this improves resilience and problem-solving skills, improve health and lifestyle outcomes and reduce social isolation – these are things that young people are concerned about
- Increase accommodation options for children and young people, including approving more foster carers and Supported Lodgings providers, developing semi-independent and independent living options within Homes for Wiltshire and the voluntary sector
- Be sure that the voices of children and young people continue to be heard and understood by members, officers and all corporate parents whilst ensuring that these opinions are fully reflected in practice improvement.



One of Wiltshire's young people who is fostered and, on our Independent Visitor scheme, won a national competition to draw a logo for a campaign launched by the National IV Network. Her drawing was worked into a design which is now being used alongside national campaign materials. She was very excited to win and has received a framed copy of her design by the network and a gift voucher!

- 17.1 The Corporate Parenting Strategy is currently under review with an ambition to have full Council approval for the revised Strategy in October 2020, with the updated strategic priorities included. An enhanced reporting system has helped to ensure greater impact by panel as evidenced in the updates from strategic leads contained within this report. Whilst the reports have provided for Members to have a greater understanding of children in care and care experienced young people, there is a recognition that to be the best corporate parent the Panel needs to have increased narratives of children and young people's lived experience.
- 17.2 This reporting period has also seen a change of chairing responsibility (June 2020). Since the Ofsted inspection in 2019 the Families and Children's Service continues to work to address the areas identified for improvement whilst also striving to become an outstanding authority.

17.3 The effectiveness of the CPP will continue to develop, supported by robust dataset and key performance indicator reporting.

17.4 We will:

- a) Review all priority areas to ensure they are being achieved and therefore the best impact upon outcomes for children and young people.
- b) Continue to work closely with the Children in Care Council to ensure that the voices and experiences of children and young people in care are reflected in the work of the CPP and hence the wider Families and Children's Services.
- c) Promote the importance of fostering and review the impact of the Fostering Excellence programme of work.
- d) In partnership with health colleagues, continue to track the improvement in health outcomes for children and young people, continuing to ensure that Initial and Review Health assessments are completed in a timely way as already evidence during Panel reporting.
- e) Further strengthen and develop the offer for care experienced young people, particularly ensuring that those living outside Wiltshire are not disadvantaged.

18. Safeguarding Children and Young People Panel

18.1 The Safeguarding Children and Young People Panel (SCYPP) (which was established in February 2014) has continued to meet in July, September and November 2019 and March, June and September 2020. The role of the SCYPP is to secure Councillor involvement and commitment throughout the Council to deliver better outcomes to ensure that all Wiltshire children and young people are safe.

18.2 Councillors Pat Aves, Mary Champion, Jane Davies (Vice Chair), Ross Henning, Peter Hutton, George Jeans and Pauline Church (Chair) formed the membership of the Panel during the period July 2019 to July 2020. From July 2020 Councillor Pauline Church stepped down from Panel having changed Cabinet Member responsibility and she was succeeded by Laura Mayes as the Chair. The Lead Officers are Netty Lee and Jen Salter (Heads of Service – Support and Safeguarding).

18.3 In the last year, the SCYPP has continued to receive briefings to enhance member's knowledge and understanding of Families and Children's Services responsibilities for safeguarding children and young people.

18.4 This has included; overviews of the core data which explains how the data is captured and monitored and used to compare Wiltshire with neighbouring

councils and agencies, updates on the Families and Children's Transformation (FACT) Programme, overviews of missing children and young people data, including specific analysis of the decline in missing episodes and consideration of case studies to consider threshold examples.

18.5 Also the following updates - Pressures on the Families and Children's Service, Integrated early support in communities FACT workstream, Children's Commissioning and placement sufficiency, the spend of Wiltshire's Soft Drinks Industry Levy, Wiltshire's Obesity rates in children, impact of Covid-19 on the service, the re-establishment of Multi Agency Forums, findings and analysis following the reduction in the number of child protection plans during Q3 2019/20, the overall FACT Programme and the annual Private Fostering report for 2019/20.

19. Main Considerations for the Council

19.1 The Council is asked to note the work of the Corporate Parenting Panel to date and the success within year to strengthen its functions and impact of its work.

20. Overview and Scrutiny

20.1 In accordance with the agreed overview and scrutiny arrangements under Covid-19, the Children's Select Committee was unable to consider the draft Corporate Parenting Panel report at a formal meeting, prior to the report being considered by Full Council on 20 October 2020.

20.2 A briefing was therefore arranged for the chair and vice-chair of the Children's Select Committee on Monday 5 October 2020, during which the following was agreed:

- That an additional appendix to show the figures / data evidencing the performance information within the report would be included with the report;
- That a paragraph would be added to the report to explain some of the changes in terminology as requested by children and young people (children looked after, care experienced, etc.);
- That the report and appendices (as available for the briefing) would be circulated to members of the Children's Select Committee for comments prior to full council.

20.3 Following questions, the number and rate of children in care in Wiltshire were focused on during the briefing as Wiltshire's numbers were significantly lower than national average and statistical neighbours.

20.4 Reassurance was offered that Wiltshire's thresholds had consistently been reviewed as adequate (Ofsted inspections and Oxford Brookes University evaluation) and that the figures in Wiltshire were closer to the "proportion per 10,000" reported by local authorities classed as Good or Outstanding in their Ofsted inspection.

20.5 Positive focus was also given to placement stability during Covid-19 and recognition of the resilience of foster carers and residential settings during these challenging times.

21. Safeguarding Implications

21.1 Within their role as Corporate Parents, Councillors monitor closely the safeguarding of children and young people looked after by Wiltshire Council and in doing so identify issues such as children missing from placement and children at risk of sexual exploitation. These safeguarding functions continue and will be enhanced.

22. Public Health Implications

22.1 Looked After Children are at particular risk of experiencing inequalities in health outcomes due to their difficult start in life. Within their role as Corporate Parents, Councillors monitor the health and wellbeing support received by our looked after children to ensure they receive regular holistic assessments of their needs supported by appropriate and accessible service provision. This may include access to a wide range of services including immunisations, emotional wellbeing support or substance misuse services.

23. Environmental and Climate Change Considerations

23.1 Not applicable.

24. Equalities Impact of the Proposal

24.1 The proposals seek to bring Councillors and Officers to work together to ensure that our Looked After Children and Young People have a voice within the Council in order to influence the improvement of services for them.

25. Risk Assessment

25.1 Panel Members are required to have an enhanced DBS check undertaken and Risk Assessments will be drawn up for when visits are made to vulnerable children and when Councillors attend Officer Team Meetings, etc.

26. Financial Implications

26.1 Expenses for young people participating in the CPP will be paid for from the Children in Care budget.

27. Legal Implications

27.1 Ian Gibbons (Solicitor to the Council) has confirmed that the Panel is an Advisory panel and not a Committee of the Council; it can therefore make recommendations but not decisions. Terence Herbert (Chief Executive) is the lead decision maker.

28. Proposal

- 28.1 To receive and note the Annual Report and ratify the improvements required to strengthen Corporate Parenting in Wiltshire.
- 28.2 To receive and approve the revised Corporate Parenting Strategy attached as Appendix 1 to this report.
- 28.3 To receive and note the Annual Report of the Children in Care Council 2019/20 attached as Appendix 2 to this report.

Martin Davis (Director of Families and Children's Services)

Report Author: Iona Payne (Head of Service - Children in Care and Young People)

Contributors:

Kathryn Davis (Service Manager – Virtual Head and Vulnerable Groups)
Matthew Turner (Service Manager – Care and Placement Services)
Simon Fairgrieve (Information Lead, Children's Social Care)
Dexter Chipeni (Commissioning Support Assistant)
Tamsin Stone (Service Manager – Performance and Information)

1 October 2020

Background Papers – None

Appendices

- 1 - Revised Corporate Parenting Panel Strategy
- 2 - Annual Report of the Children in Care Council October 2019 to August 2020
- 3 - Children in Care Performance Data 2020/21 Q1 (*as at 30th Jun 2020*)

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Wiltshire Council
Corporate
Parenting
Strategy

Why the Corporate Parenting Strategy is important?

Hello and welcome to Wiltshire Council's Corporate Parenting Strategy, which is about what looked after children and care leavers expect our corporate parents to do and work towards to be good in their role.

The strategy is about us – the children and young people in and leaving Wiltshire Council's care. It's about how we are looked after and how things can be made better for us – not just while we are in care but also afterwards.

Within the strategy the corporate parents have worked with the Children in Care Council to set out a number of priorities. This is important as it means our views are included within the strategy.

As the Children in Care Council represent that voice of all looked after children and care leavers, it is really important to us that the strategy works, so that children and young peoples' experience of being in Wiltshire's care is a positive one and builds solid foundations for our future.

We run this programme to benefit all Children in Care. As young people, we feel like our voice is not always heard and we ask that all Corporate Parents commit to spending time listening to us.

- Children in Care Council members, January 2017 (reviewed Sept 2020)

1. Introduction

Wiltshire Council (the “Council”) recognises that Children Looked After and Care Experienced are among the most vulnerable children and young people in our society.

The Council has a legal duty to act as a good and effective Corporate Parent to children and young people in its care.

The Council is guided in its duty as a Corporate Parent by The Children and Social Work Act, 2017, the legal and policy guidance that informs Corporate Parenting. The Children and Social Work Act introduced 7 corporate parenting principles:

- to act in the best interests, and promote the physical and mental health and well-being, of those children and young people
- to encourage those children and young people to express their views, wishes and feelings
- to take into account the views, wishes and feelings of those children and young people
- to help those children and young people gain access to, and make the best use of, services provided by the local authority and its relevant partners
- to promote high aspirations, and seek to secure the best outcomes, for those children and young people
- for those children and young people to be safe, and for stability in their home lives, relationships and education or work; and
- to prepare those children and young people for adulthood and independent living.

This strategy has been developed having regard to those principles.

An effective Corporate Parent will ensure that looked after children and care leavers have at least the same care, nurture, support and life chances as any other child in our society might expect. Where these opportunities are not provided Corporate Parents will have failed in their primary duty.

As a responsible and reasonable Corporate Parent, the Council will deliver on our Promise to looked after children. This Promise was reviewed and updated in the Autumn of 2017 at a Shared Guardian Session with the Corporate Parents and representatives from the Children in Care Council and all Panel Members agreed and signed The Promise as detailed below on 14 November 2017. The Promise continues to be agreed by Panel Members and was signed by them all again in March 2020 due to membership changes:

We, the Corporate Parents commit to the following promise for the children and young people in care

We promise:

- A choice of home where you can stay until you are ready to move on from care
- To keep you together with brothers and sisters whenever we can, and to help you stay in close contact with your family if that's what is right for you

- To listen to your views, act on them when we can and be honest when we cannot
- That your social worker will work hard for you to solve problems
- To tell you what your rights are and what you are entitled to
- That you will be involved in decisions taken during your looked after child review
- To involve you in decisions about school and to help you get to school so that your education can continue
- To arrange transport for you that is reliable and gets you to school, and important meetings, on time
- To invite you to group activities with other children living in care, and those leaving care, to help you feel more confident
- That we will deal with bullying quickly and efficiently
- To support you when you need help with school, leaving school and preparing for employment and training

The aim of this strategy is to ensure that the Council's Corporate Parenting functions support improvement in services and to ensure the best possible outcomes for children and young people. To achieve this, it is essential that Councillors:

- Understand their roles and responsibilities as Corporate Parents.
- Scrutinise and challenge how the Council performs in delivering its services as a Corporate Parent.
- Engage effectively, with energy, consistency, and confidence with children and young people so that their voice is heard and has influence.
- Support and enable children and young people to challenge where services need to improve.
- Maintain a comprehensive overview of the progress of children looked after and for care experienced young people, ensuring they consistently scrutinise the quality, effectiveness and performance of the services that support them.

2. Corporate Parenting Responsibilities

Services for children looked after and care experienced young people need to be coordinated, focused and effective. Responsibility for this rests at a corporate level with councillors who will work with senior officers for the implementation of strategies and services. It is important for all those who provide a service for children looked after and care experienced young people to work together to ensure a more joined up approach.

The corporate parenting principles are about embedding a positive culture in the local authority towards children looked after and care experienced young people and their success will depend on the extent to which directors, councillors, heads of service and front line managers champion and promote the understanding of them. (DfE - "Applying

corporate parenting principles to looked-after children and care leavers”, Statutory Guidance, February 2018).

Councillors and senior officers will promote the idea that children looked after and care experienced young people are part of the council “family”.

Councillors and senior officers will demonstrate that they care about what happens to their children looked after and care experienced young people by taking their corporate parenting role seriously.

3. Corporate Parenting Panel – Functions and Terms of Reference

The Corporate Parenting Panel is the primary vehicle for Councillors to meet with key officers and to make sure that the council is meeting its duties towards children looked after and care experienced young people leavers and scrutinise the performance, quality and efficacy of Wiltshire Council’s services and those of partner agencies.

The Corporate Parenting Panel will comprise up to 8 Core Members drawn from elected Councillors politically balanced and nominated by group leaders. Group leaders will ensure that they appoint substitute members to cover absences.

Associate Members will include officers from the council and key partner agencies and comprise of:

1. Corporate Director for People (DCS/DASS)
2. Director – Families and Children’s Services
3. Head of Care in Care and Young People
4. Senior Commissioning Officer – Children’s Social Care (Voice and Influence)
5. A Representative/s from the Children in Care Council
6. Cabinet Member for Children’s Services
7. Chair or representative of Wiltshire Fostering Association
8. Service Manager – Quality Outcomes
9. Designated Doctor/Nurse for Looked After Children
10. Virtual School Head/Service Manager – Vulnerable Groups

If any of the core members are unable to attend a meeting they will send a substitute representative.

On behalf of all Councillors acting as Corporate Parents, the Corporate Parenting Panel will ensure delivery of the following eight strategic priorities which were revised and agreed by representatives of the Children in Care Council:

Corporate Parenting Panel – Strategic Priorities 2020-2021

I need:

1. To have links with my local community where I am trusted, respected and accepted. This means I can access the local community and I am not left out. *Cllr Laura Mayes - Support Officer – Iona Payne*
2. Support for as long as I need it. *Cllr Pat Aves – Support Officer – Neil Adlam*
3. To feel and be safe. *Cllr Peter Hutton – Support Officer – Sara James*
4. To be heard – my voice is not the only way I am heard, it may come out as my behaviour. *Cllr James Sheppard – Support Officer – Sarah Banks/Gary Binstead*
5. Support with my mental health especially at school, at a time and a place that suits me and not services. *Cllr Stewart Palmen – Support Officer – Judy Edwards*
6. Support to be the best I can. *Cllr Jane Davies – Support Officer – Kathryn Davis*
7. Support to be healthy and this includes opportunities to be involved in new activities. *Cllr George Jeans – Support Officer – Sally Ellis*

A loving home where I have good relationships, respect and the opportunity to see my family. *Cllr Mary Champion – Support Officer – Matthew Turner*

The Panel will appoint a Chairperson on an annual basis.

To ensure that strategic oversight and critical challenge is effective, each member of board will have a lead role in relation to delivery of one strategic priority.

4. Quorum

The quorum of the Corporate Parenting Panel will be 75% (6) Councillors, 70% (7) Associate Members in attendance. Where the meeting is not quorate, the Chairperson will adjourn the meeting.

5. Frequency of meetings

The Corporate Parenting Panel will meet a minimum of 5 times a year.

6. Reporting

The Panel would report its work through the Wiltshire Council Children's Select Committee. Following each meeting the Chairperson will send a copy of the Panel minutes to the Chairman of Children's Select Committee. On a six-monthly basis the Panel Chairperson will prepare a report for Chairman of the Children's Select Committee, addressing progress against each of the eight strategic priorities.

In addition to this the Chairperson of the Corporate Parenting Panel will present an annual report to Full Council which will be shared with the Children's Select Committee prior to

submission.

7. Terms of Reference

Corporate Parenting Panel will;

- Make a commitment to prioritising the needs of children looked after children and care experienced young people and their carers and ensure that all departments within the Council prioritise the needs of this group
- Receive reports from the Children in Care Council and act on their views
- Provide clear strategic and political direction in relation to corporate parenting
- Show ambition and aspirations for all looked after children and care leavers
- Ensure that all councillors and Wiltshire Council departments are fulfilling their roles and responsibilities as corporate parents proactively. This may involve, for example, the Corporate Parenting Panel organising specific education and training events for all members to ensure they are equipped with the knowledge and skills to be corporate parents
- Investigate on behalf of all Councillors ways in which the role of Corporate Parenting can be improved, using examples of research and effective practice from other local authorities
- Listen to the views of children, young people and their carers to involve them in the assessment and development of services
- Engage with children and young people who are looked after, or have left care, by inviting them to act as advisers to the Panel
- Monitor the performance, quality and outcomes of the Council's services in relation to children and young people in public care and identify any areas for improvement
- Scrutinise key performance indicators in relation to children and young people in the care of Wiltshire Council
- Meet with government inspectors, where appropriate, for their input into inspections
- Participate as members of the adoption and fostering panels
- Agree a work plan, review progress, membership of the panel and attainment of its role and terms of reference and report to the Cabinet and Children's Services Select Committee as appropriate, and in any case to the Full Council annually.

Revised and agreed September 2020

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**Wiltshire
Children in Care Council
Annual Report
October 2019 – August 2020**

1. Introduction

Wiltshire's Children in Care Council (CiCC) is coordinated by the Children's Commissioning Team within Wiltshire Council. The team's work on youth voice activity supports the Council's ambition that no policy, or service, related to children and young people is developed without first seeking their views. Wiltshire Council believes that participation and involvement is 'the business of every service and organisation that works with children and young people'.

This report provides a summary of CiCC activities over the last twelve months, highlights key messages and outlines priorities for future development.

2. What is CiCC ?

CiCC is a forum for young people, 10 years and above, who live in care, who also extend an open invitation to care leavers. Members volunteer to join the CiCC and to have their voices heard in order to improve the lives of children and young people living in care and leaving care. Membership fluctuates as young people move onto new opportunities and given the time that they have available. CiCC strives to be as open, inclusive and accessible as possible, and at August 2020 had a membership of 19.

CiCC plans to meet at least every other month, and twice a year these meetings are held jointly with members of the Corporate Parenting Panel, and are called Shared Guardianship Sessions.

Shared Guardianship Sessions – CiCC/Corporate Parent Panel 2020	
March	Tuesday 10 March – Cotswold Space, County Hall, Trowbridge, 5pm-6.30pm
September	Tuesday 22 September – Microsoft Teams, Trowbridge, 5pm-7.15pm

3. Messages from CiCC members

Since April 2019, CiCC has been involved and consulted on a range of issues and has made the following input - *You said*. In response, councillors and officers have taken actions – *We did*.

	You said	We did
1	<p>Timing of CPP Meeting</p> <p>Chair of the CiCC raised the issue that young people in care cannot attend the Corporate Parent Panel meetings due to the time of day that they are held.</p>	<p>The Director, Families and Children's Services reported that she had recently spoken with the Chair of CiCC (who has previously attended CPP meetings) who said that she had really enjoyed attending the Corporate Parenting Panel meetings. CiCC members are now invited to all Corporate Parenting Panels and a member is invited to be present at each Children's Select Committee meeting.</p> <p>The move to virtual meetings allows more young people to be in attendance, they will not need to leave school early to travel to the meetings.</p>

<p>2</p>	<p>Mental Health Awareness</p> <p>To continue from our 2019 priority around raising awareness for mental health, the CiCC members wanted to share their experiences of mental health with other young people. CiCC were supported by Wiltshire Council to explore the different ways they could share their message.</p> <p>Each member was invited to write a short paragraph about how they have felt during lockdown and any tips they have for other young people to keep mentally well.</p> <p>Young People also invited Barnardo's to attend a Wiltshire Youth Union meeting so they could share their ideas on improving the 'on your mind' website. This is a website designed to signpost children and young people to local mental health services. Barnardo's have also asked CiCC members to support with renaming the new Wiltshire Early Mental Health and Counselling Support Service.</p>	<p>The Youth Voice lead liaised with the internal Comms Team and discussed how they could share the positive messages that CiCC and other young people in Wiltshire had sent.</p> <p>Wiltshire Council produced an article for Mental Health Awareness week, which featured on the front page of the Council website for the week. www.onyourmind.org.uk also shared the article. This initiative was also promoted in the local media.</p> <p>CiCC supported in the re-design of the on your mind website and have been asked by Barnardo's to support with content on the 'living in care page'. Barnardo's and CiCC are planning to meet again in October.</p> <p>Young people in Wiltshire are being reminded support is out there if they are struggling with emotional wellbeing during COVID-19 https://www.wiltshire.gov.uk/news/young-people-encouraged-to-use-early-mental-health-service</p>
<p>3</p>	<p>Involved in Recruitment</p> <p>We want to be more involved in the recruitment of Senior Wiltshire Council staff and encourage more young people panels as part of the interview process.</p> <p>It is important to us that our opinions are considered when we are part of interview panels.</p>	<p>In the last year, Wiltshire Council have invited CiCC members to be a part of multiple interview panels.</p> <p>The young people would usually spend the day at County Hall and be assigned their own meeting room where they conducted their interviews.</p> <p>CiCC members have interviewed for the following positions:</p> <ul style="list-style-type: none"> ▪ Head of Service - Virtual Schools ▪ Children in Care Head of Service ▪ Designated Nurse for LAC ▪ Director – Families and Children's Services ▪ Conference and Reviewing Officer <p>Wiltshire Council value the opinion of the CiCC members. At the conclusion of interviews, the young people panel are invited to meet with the main interview panel to discuss the candidates and share their thoughts.</p> <p>In addition to involvement in recruitment, the Families and Children's Commissioning team has also engaged young people in the design and</p>

		<p>evaluation of contracts, making sure the young persons voice is used to inform what we do.</p> <p>This has been in relation to a new Care Leavers Accommodation contract which begins next month, and involved consultation, evaluation of tender applicants and interviews, and also attendance at workshops.</p>
4	<p>Meetings and Engagement</p> <p>We want to be more involved in the planning and running of our meetings.</p> <p>We want to be in more regular contact with other members during lockdown.</p>	<p>The Chair of the Children in Care Council has the leading role in CiCC meetings.</p> <p>The Chair meets with the youth voice lead before CiCC meetings to decide the agenda. At the beginning of each meeting the Chair assigns a Minute taker and timekeeper.</p> <p>At the beginning of lockdown, weekly calls were made to all CiCC members to see how they are coping during lockdown, the calls were also an opportunity to share good news or give the CiCC new ideas.</p>
5	<p>Meeting frequency and style</p> <p>We want meetings to be online during lockdown instead of them being cancelled. We want them to be more than once every two months, so we are in contact with our friends.</p>	<p>Children in Care Council meetings changed from face to face to virtual meetings on Microsoft teams during Covid. The children and young people engagement survey showed that the majority of our young people preferred meetings to be online, and young people also shared some positive aspects about online meetings</p> <ul style="list-style-type: none"> ▪ No need to travel ▪ Comfortable at home ▪ Easy to access ▪ Meet more regularly <p>The change to virtual meetings allowed the Children in Care Council to schedule hour-long catch up meetings between their bi-monthly meetings, members were happy with this change and felt the bi-monthly meetings became more productive.</p>
6	<p>Membership</p> <p>We want to get more young people to be members of the CiCC.</p> <p>So far, here are some of the things we have done:</p> <ul style="list-style-type: none"> • We had 5 members facilitate a CiCC stand at the 2019 Post-16 Options event hosted by Wiltshire College. This was an 	<p>The Youth Voice Lead organised the stand and supported the production of CiCC literature for the event, transport, refreshments and games.</p> <p>The Youth Voice Lead attended and co-manned the stand with CiCC members. A 'guess the sweets' competition was put together and young</p>

<p>opportunity to speak with young people and give them information about CiCC</p> <ul style="list-style-type: none"> Produced our Christmas CiCC newsletter, which will include articles from our CiCC members talking about their experiences during the COVID-19 lockdown and their advice for keeping mentally well. 	<p>people who attended the event were asked to take part.</p> <p>The Youth Voice Lead collated the details of the young people in care who attended the event and expressed an interest in joining CiCC. An email was sent to each with information on CiCC, newsletter and membership form, this resulted in 3 new members joining the CiCC.</p> <p>The Children and Families Commissioning Team has supported the editing and branding of the CiCC newsletter and the finalised newsletter will be mailed out in the first week of December to children and young people aged 8+ with an invitation to join CiCC, and other partner organisations.</p>
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4. Activities during the last 12 months

As well as meeting and considering policy matters, CiCC has engaged in many activities, which have included:

- Discussions and engagement with corporate parents at Shared Guardian meetings and social events
- Enhanced CiCC voice by attending the Wiltshire Youth Union (WYU), which combined the Wiltshire Assembly of Youth (WAY) and Youth Safeguarding Board (YSB) creating a stronger youth voice forum
- Consultation – Youth Consultant Pilot Project
- Induction training for new staff within Children’s Services
- Recruitment panels for senior appointments
- Held a CiCC stand at a Post 16 Options Event for Looked After Children in Trowbridge, resulting in new members
- Held CiCC meetings at external venues, which made travelling easier for some members
- Worked with Barnardo’s to develop the www.onyourmind.org.uk website and its content
- Held a CiCC fun day in November at the Springfield Campus, Corsham.

5. Sample Agenda

Item	Time	Subject
1	16:45	Welcome and introductions – Lorna a) Introduction and ground rules b) Chair to request time keeper for the meeting c) Minute taker (Dexter)
2	16:55	Children in Care Council Easter newsletter
3	17:45	Fun and Refreshments
4	17:55	Corporate Parenting Panel’s Strategic Priorities Finding out from young people how our corporate parents should be progressing this
Close		
Next meeting dates:		
<ul style="list-style-type: none"> Tuesday 21st April 4.45pm – 7.00pm, County Hall 		

6. Recruitment

Recruitment remains a key priority to ensure secure and meaningful representation. Further support to promote CiCC and to capture a wider cohort of youth voice will be sought through partnership work with the WYU.

This work may include the following pilot activities:

- Joint project work – raising awareness, campaigns, initiatives
- Stronger voice representation at strategic level – i.e. panels, committees, steering groups
- Partnership working with organisations: Wiltshire Council Children's Services, Wiltshire Council Communities Team, Wiltshire Council Public Health, Healthwatch Wiltshire (delivered by Evolving Communities), Wiltshire Police, Wiltshire Safeguarding Vulnerable People Partnership, Virgin Care (delivering child health services), Oxford Health NHS Foundation Trust (delivering child and adolescent mental health services), Wiltshire Children and Families Voluntary Sector Forum, Wiltshire Parent Carer Council, Wiltshire Community First, Barnardo's (Wiltshire Early Mental Health and Counselling Service).

7. Priorities for future development

CiCC has identified priorities that it wishes to work on in 2019/20, some of which are continued from 2018/19, and are in order of priority:

1. Continuing to raise awareness of mental health and emotional wellbeing
2. Raising awareness of bullying
3. Continuing to make newsletters and promote our group
4. Training new staff – children's services induction, Wiltshire college and any other opportunities
5. Being professional when we have meetings and develop skills to be effective representatives
6. Meeting CiCCs from other counties (it will be more fun if there are some activities)
7. Taking part in consultations
8. Influencing decision makers by sharing experiences and that of others

8. Meeting dates

In January 2020, the following schedule for the year was proposed. WYU meeting dates have also been included as CiCC members are active in the WYU and represent looked after children within this youth voice forum. From April 2020, CiCC meetings were moved to virtual meetings due to Covid. CiCC members suggested they would like to keep in regular contact with other members, as a result, catch up meetings were scheduled between CiCC meetings.

Month	Children in Care Council	Wiltshire Youth Union (WYU)
January	Tuesday 21, County Hall, Trowbridge 4.45pm – 7.00pm	Dispatch out to WYU with Meeting Dates
February	Dispatch out to CiCC	Thursday 6 th , County Hall, Trowbridge 4.45pm – 7.00pm
	Member of Youth Parliament Elections – 3 rd – 14 th February	
March	Tuesday 10 th , Shared Guardian Sessions (with Corporate Parents), County Hall, Trowbridge, 5.00pm-7.00pm	Thursday 12 th , Youth Union/UKYP induction, County Hall, Trowbridge, 4.45pm-7.15pm
April	Tuesday 21 st , County Hall, Trowbridge, 4.45pm-7.00pm	Dispatch out to WYU
May	Thursday 21 st , World Day for Cultural Diversity, Joint Meeting – County Hall, Trowbridge, 4.45pm – 7.00pm	
June	Tuesday 30 th , County Hall, Trowbridge, 4.45pm – 7.00pm	Dispatch out to WYU
July	Thursday 7 th , World Chocolate Day, Joint Meeting, County Hall, Trowbridge, 4.45 – 7.00pm	
August	Summer Holidays - No Meetings	
September	Tuesday 22 nd , Shared Guardian session (With Corporate Parents), County Hall, Trowbridge, 5.00pm – 7.00pm	Thursday 24 th , County Hall, Trowbridge, 4.45pm – 7.00pm
October	Saturday 10 th CiCC – Fun Day, Details to be confirmed	Dispatch out to WYU
November	Tuesday 17 th , Joint Meeting – Anti-bullying week (14-18th), County Hall, Trowbridge, 4.45pm – 7.00pm	
December	Tuesday 8 th , CiCC Christmas Event Details to be confirmed	Thurs 8 th , WYU Christmas Event Details to be confirmed

9. Moving on – Care Leavers Forum

In October 2018, Wiltshire Council launched its Care Leavers' Promise. The Council consulted with local care experienced young people about the types of support that would be useful when moving out of care. In support of the Promise, a meeting was sought with a group of these young people to discuss the option of co-creating a Care Leavers Forum.

Wiltshire Council wants to strengthen care leavers voice, and work in partnership to co-develop elements of the Promise, and has also commissioned a Care Leavers App to promote better communication between professional and young people. This new format is being piloted this year, and lead by Operational teams, looking to host more localised meetings, and will be kept under review.

Care leavers fed back that they wanted:

- to have a regular forum
- to be held quarterly
- refreshments to be provided
- meetings to be co-chaired – care leaver & PA
- venues to be booked around the county- so as many young people as possible could attend
- a time of day that suits them

10. COVID-19

During COVID-19 children and young people have needed to manage quite a unique situation, with many restrictions placed upon them, and they have not been able to continue their lives as normal. We want to learn how our young people have felt during this time, so we can agree ways to support them as we emerge from these restrictions and move to a new normal.

As part of this work, the Families and Children's Commissioning team surveyed the young people who form the Wiltshire Youth Union (including Children in Care Council (CiCC), Members of the Youth Parliament (MYP's), and the Care Leavers Forum). It is apparent from the responses we have received that many young people have been coping well during Covid-19, although a number of challenges have also been identified. There are three main areas where the responses from young people were less positive and include 'I've had energy to spare', 'I've been dealing with problems well' and 'I've been feeling loved'.

There are further discussions planned with the young people to better understand what the Council can do to make them feel more supported, and able to overcome the challenges they face.

11. Summary

The Children In Care Council has had to make changes to the way meetings have been delivered, and is supportive of virtual meetings in the future. The closure of schools also made communication with young people challenging so we put in place weekly calls with CiCC members to catch up, which was really appreciated, and helped to maintain contact. We will continue to work closely with our Looked After Children to listen to their views and respond accordingly to ensure the council considers the voice of young people in everything that it does.

We would like to thank all of our CiCC members for their time, engagement, and hard work during this challenging period. Their participation is invaluable, and helps to ensure that we all remain focussed on meeting the needs of children and young people, by listening to their views.

Report authors

Dexter Chipeni - Apprentice Commissioning Support Officer
Gary Binstead – Head of Commissioning – Families and Children

September 2020

Children in Care

Performance Data

2020/21 Q1
(as at 30th Jun 2020)

Sept 2020

Corporate Parenting Panel

**Children Looked After
Performance Report**

Page 121

1. This report provides an overview of key metrics and performance indicators to the Panel.

Commentary

Performance reports

Reports should be shared regularly updating on key indicators in relation to children in care, including direction of travel. These indicators are part of a nationally collected dataset reported to government, and include information on placement stability, outcomes for children in care and adoption. For quarter 1 (Q1) Wiltshire had 448 children looked after, this number has reduced from 467 since the end of the last financial year. An area the Panel is yet to give focus on is that of Care Leavers therefore at the November CPP performance data will include, suitable housing, for care leavers, care leavers, employment, training and education figures and how well we are keeping in touch with our care leavers.

Key priorities to consider include:

- placement stability
- health data (*separate report from Virgin Care*)
- educational attainment (*reported via Wiltshire Virtual School*)
- proportion of care leavers in education, employment or training (*to be reported Nov 2020*)
- children in care being placed out of area or at a distance
- proportion of care leavers that the council has regular contact with (*to be reported Nov 2020*)
- availability of suitable housing for care leavers (*to be reported Nov 2020*)

2. An at a glance report is shown below. Of particular note:

- a. *CLA Reviews* - Percentage of CLA reviews on time. Q1 shows that 100% of annual reviews have been on time. This has exceeded our target range of 93% - 98%. In Q4, 2019 we were performing at 88%. A considerable amount of work has been undertaken by the reviewing officers who have utilised the COVID-19 situation to engage wider with birth families, children and young people and their carers in preparation and participation in CLA reviews.
- b. *Distant placements*: Q1 shows no change in this indicator since our end of year report where we were showing 36% of children placed at over 20 miles from home. For this financial year we are being more ambitious and have set our target range to be between 26 – 32%. This is in line with our aspirations of increasing our number of foster carers through the new Fostering Excellence Programme where we want more of our children and young people to be placed locally. Since the launch of the Every Day matters campaign we are forecasting 20 – 30 new in-house foster carers to have been recruited and approved by March 2021.
- c. *Placement Stability*: placement stability for Children Looked After in Wiltshire is really good and we have gone from 77% to 79%. The number of children experiencing 3+ placements was at 9% at the end of year quarter and for Q1 there has been further improvement showing at 7% which is below that of the England average and SN both of which are 10%. During the COVID-19 period we had expected to see an increase in placement break down, but this did not happen. In the lockdown period (March – June) we had 11 placement moves, only one of these linked directly to the pressures brought about by COVID-19; two children returned home, and two older children moved into independent accommodation.
- d. *CLA Visits* – the timeliness of CLA visits has significantly improved between Q4 (2019) and Q1 (2020) with 95% of visits being in time and in line with our end of year target. The Children in Care team managers now have better oversight of their

team's performance activity and have fully utilised the "at a glance" reporting in Liquid Logic allowing them to put checks and balances in for their teams. Q1 was significantly impacted upon by the COVID-19 restrictions in place however social workers ensured that the range of visiting options were fully utilised such as home visits at a distance based on risk assessments and the virtual platforms made available through SKPE, Microsoft Teams, WhatsApp and Facebook messenger.

- e. *Adoption Performance* – is measured against the adoption scorecard. At the end of the last financial year (2019/20) Wiltshire had 19 children placed for adoption. This first quarter has shown a dip in the number of children adopted, going from 3 in the last quarter to 2 for Q1. We need to work with Adoption West to get a better understanding of progress being made in applications to adopt and court deadlines for adoption orders. The A3 measure shows a small decline relating to children who wait less than 14 months between entering care and moving to adoption. We believe that by the end of this financial year these numbers will have significantly improved as well as taking into account any impact COVID-19 may have had in Q1.

Iona Payne
Head of Children in Care & Young People's Services

September 2020

Children in Care in Wiltshire – at a glance

Number of children under 18 yrs in the care of Wiltshire local authority between 2013 - 2020 (at 31st March each year)

	2013	2014	2015	2016	2017	2018	2019	2020
Children	446	397	404	419	443	444	462	467

Proportion of children per 10,000 of the under 18 population between 2013 - 2020 (at 31st March each year)

	2013	2014	2015	2016	2017	2018	2019	2020
Wiltshire	43	39	39	40	42.6	42.3	44.3	44.2
Statistical Neighbour	42	43	45	48	52	53	56	n/a
England	60	60	60	60	62	64	65	n/a

Number of children entering care by age

	Q2 19/20		Q3 19/20		Q4 19/20		Q1 20/21	
	Children	%	Children	%	Children	%	Children	%
Under 1	13	25%	10	32%	10	23%	7	23%
1 - 4	14	27%	5	16%	6	14%	6	19%
5 - 9	6	12%	3	10%	14	32%	9	29%
10 - 15	14	27%	8	26%	8	18%	9	29%
16+	5	10%	5	16%	6	14%	0	0%
Total	52	100%	31	100%	44	100%	31	100%

Number of current looked after children by age (at end of quarter)

	Q2 19/20		Q3 19/20		Q4 19/20		Q1 20/21		England* (2019)
	Children	%	Children	%	Children	%	Children	%	
Under 1	19	4%	25	5%	26	6%	27	6%	5%
1 - 4	49	10%	45	10%	47	10%	45	10%	13%
5 - 9	62	13%	63	14%	72	15%	68	15%	18%
10 - 15	203	43%	198	43%	198	42%	195	44%	39%
16+	137	29%	134	29%	124	27%	113	25%	24%
Total	470	100%	465	100%	467	100%	448	100%	100%

Number of current looked after children by placement type (at 30th June 2020)

Placement type	Children	%
Placed with WC foster carer	151	33.7%
Foster carer other local authority	2	0.4%
Placed with IFA foster carer	134	29.9%
Voluntary/third sector provision	4	0.9%
Foster Placement with relative or friend	60	13.4%
Fostering subtotal	351	78.3%
Homes & Hostels	39	8.7%
Residential School	2	0.4%
NHS / Health Trust / medical or nursing care establishment	0	0.0%
Family Centre / Mother and Baby Unit	0	0.0%
Residential Accommodation not subject to Children's Home regulations	0	0.0%
Residential Care Home (Reg Homes Act 1984)	1	0.2%
YOI or Prison	0	0.0%
Residential subtotal	42	9.4%
Placed with parents / person with parental resp.	8	1.8%
Placed with parents subtotal	8	1.8%
Independent Living or Other Placement	24	5.4%
Placed for adoption	21	4.7%
Secure Unit	2	0.4%
Missing from Placement	0	0.0%
Other placement subtotal	47	10.5%
Total	448	100%

Safeguarding Improvement Data Set (Looked After Children) – 2020/21 Q1 update

Key to RAG ratings at end of document

Ref	Indicator	Previous Yrs Performance		Qtrly Performance (last 5 quarters)										2020/21		Comparators (2018/19)		Comment	
		2017/18	2018/19	Apr to Jun 2019	RAG	Jul to Sep 2019	RAG	Oct to Dec 2019	RAG	Jan to Mar 2020	RAG	Apr to Jun 2020	RAG	DOT	Actual (Ytd)	Target	England Avg		Stat Neighb.
1	Number of looked after children	444	468	460	-	470	-	465	-	467	-	448	-	↓	467	448-478	n/a	n/a	
2	Looked after children rate per 10,000	41	44	43	G	45	G	44	G	44	G	42	G	↓	42	42-45	65	56	
3	Number/% of Interim Care Orders	49 11%	57 12%	47 10%	G	62 13%	G	60 13%	G	59 13%	G	45% 10%	G	↓	10%	10-14%	16%	16%	
	Number/% of Section 20 LAC	99 22%	128 27%	121 26%	G	121 26%	G	114 25%	G	113 24%	A	102 23%	G	↓	23%	23-26%	18%	24%	
4	% of Section 20 LAC more than 1 yr		45%	52%	-	54%	-	57%	-	54%	-	60%	-	-	54%	-	-	-	
6	% LAC reviews on time	98%	81%	90%	A	89%	A	86%	A	88%	A	100%	G	↑	100%	93%-98%	-	-	
7	% LAC participating in reviews	97%	75%	92%	A	88%	A	89%	A	89%	A	96%	G	↑	96%	95%-98%	-	-	
8	% LAC placed more than 20 miles from home	32%	34%	35%	A	37%	R	40%	R	36%	A	36%	A	=	36%	26-32%	20%	31%	
9	LAC with 3+ placements during the year	12%	9%	9%	G	7%	G	8%	G	9%	G	7%	G	↓	7%	7-10%	10%	10%	
10	Looked after for at least 2.5 yrs in same placement for at least 2 years	77%	77%	77%	G	78%	G	78%	G	77%	G	79%	G	↑	79%	75-82%	69%	66%	

Ref	Indicator	Previous Yrs Performance		Qtrly Performance (last 5 quarters)										2020/21		Comparators (2018/19)		Comment	
		2017/18	2018/19	Apr to Jun 2019	RAG	Jul to Sep 2019	RAG	Oct to Dec 2019	RAG	Jan to Mar 2020	RAG	Apr to Jun 2020	RAG	DOT	Actual (Ytd)	Target	England Avg		Stat Neighb.
11	LAC statutory visits on time against basic practice standard: Any child more than one year LAC – at least one visit during the 3 months Any one less than a year - should have had 6 weekly visits	89%	83%	91%	G	92%	G	89%	A	90%	G	95%	G	↑	90%	90%-95%	-	-	
12	Private Fostering: New notifications(confirmed)	54	50	6	G	22	G	2	G	8	R	1	G	↑	1		-	-	
	% followed up in 7 days	100%	82%	100%	G	95%	G	100%	G	88%	R	100%	G	↑	100%	100%	-	-	
13	Number of children adopted	22	33	10	G	4	R	4	R	3	R	2	R	↓	8	27-32	-	-	
Page 127	A1: Average time between a child entering care and moving in with its adoptive family, for children who have been adopted (days) (cumulative in year)	326	342	300	G	309	G	308	G	369	R	316	G	↓	316	300-360 (2017-20)	486 (2015-18)	458 (2015-18)	Two children adopted Q1 2016/17 with long history.
		392 (2015-18)	377 (2016-19)	-	-	330	-	339	-	352	-	-	-	-	339 (2017-20)				
15	A2: Average time between a local authority receiving a court order to place a child and the local authority deciding to match an adoptive family (cumulative in year)	132	100	72	G	78	G	87	G	133	A	133	A	=	133	150-170 (2017-20)	201 (2015-18)	183 (2015-18)	Two children adopted Q1 2016/17 with long history. long history.
		171 (2015-18)	152 (2016-19)	-	-	105	-	116	-	117	-	-	-	-	116 (2017-20)				
16	A3: % children who wait less than 14 months between entering care and moving in with their adoptive family (cumulative in year)	74%	75%	62%	R	67%	R	70%	A	64%	R	62%	R	↓	62%	75%-80% (2017-20)	56% (2015-18)	59% (2015-18)	Not comparable across yrs.
		73% (2015-18)	76% (2016-19)	-	-	75%	-	72%	-	71%	-	-	-	-	72% (2017-20)				

Ref	Indicator	Previous Yrs Performance		Qtrly Performance (last 5 quarters)										2020/21		Comparators (2018/19)		Comment	
		2017/18	2018/19	Apr to Jun 2019	RAG	Jul to Sep 2019	RAG	Oct to Dec 2019	RAG	Jan to Mar 2020	RAG	Apr to Jun 2020	RAG	DOT	Actual (Ytd)	Target	England Avg		Stat Neighbr.
17	Number of newly approved adopters and time taken to approve adopters from application	17	27	4	R	6	G	5	A	Data no longer avail.	-	Data no longer avail.	-	↓	Data no longer avail.	22-27	-	-	Since the move to Adoption West, data on the time taken to approve new adopters is no longer available.
	0-3 months	0	0	0		0													
	3-6 months	4	5	2	-	1	-	N/A	-	-	-	-	-						
	6-12 months	12	20	2		5													
	More than 12 months	1	2	0		0													
Page 128	% LAC had health check in last year	80%	74%	-	R	-		-		96%	G	-		↑	Reported Annually	85-90%	90%	85%	Data is available after the annual CLA census is complete (end July) where all dental and medical data will have been fully reconciled with Virgin Care.
	% LAC had dental check in last year	89%	91%	-	G	-		-		89%	G	-		↓	Reported Annually	85-90%	85%	78%	

Notes:

RAG definitions

Red – not meeting levels of performance in line with statutory guidance or within 10% of target (for smaller numbers within 20%)*

Amber – not on target, up to 10% away (for smaller numbers within 20%) *

Green – expected to achieve current year target

*warning – where low figures are concerned, e.g. a target of less than 20, 10% variance is very small and reduces the reliability of the RAG rating

Wiltshire Council

Full Council

20 October 2020

Subject: Changes to the Current Planning System- Consultation on 'Planning for the Future White Paper' (August 2020), Ministry of Housing, Communities and Local Government

Cabinet Member: Councillor Toby Sturgis – Cabinet Member for Spatial Planning, Development Management and Property

Key Decision: Non-Key

Executive Summary

1. On 6th August, the Government published the 'Planning for the Future' White Paper for consultation. The proposals in the White Paper have important implications for Wiltshire Council, as one of the largest local planning authorities in the country. There is a 12-week consultation period ending on 29th October 2020.
2. In summary Wiltshire Council recognises the need to reform the current planning system, and the proposals within the White Paper are a welcome step forward in delivering this change. Wiltshire Council supports the Government's aim of speeding up the delivery of development whilst enhancing design quality.
3. Whilst Wiltshire Council welcomes many of the proposals in the consultation, we have concerns about some. There are other areas where further details will need to be forthcoming in order to fully evaluate their effectiveness. Details are set out in the report.

Proposals

1. **Council discusses the White Paper;**
2. **Council delegates to the Director of Economic Development and Planning, in consultation with the Cabinet Member for Spatial Planning, Development Management and Property, to submit a final response to the White Paper consultation from Wiltshire Council to MHCLG.**

Reason for Proposal(s)

- 1) In order to ensure Wiltshire Council makes a considered and balanced response to the Planning White Paper consultation.**

Terence Herbert
Chief Executive Officer

Wiltshire Council

Full Council

20 October 2020

Subject: Changes to the Current Planning System- Consultation on 'Planning for the Future White Paper' (August 2020), Ministry of Housing, Communities and Local Government

Cabinet Member: Councillor Toby Sturgis – Cabinet Member for Spatial Planning, Development Management and Property

Key Decision:

Purpose of Report

1. To inform members of the current consultation on the 'Planning for the Future' White Paper, and ensure Wiltshire Council makes a considered and balanced response to the Planning White Paper consultation.

Relevance to the Council's Business Plan

2. These proposals are at consultation stage and it is understood that proposals in response to the consultation will be published in detail next year, with the legislative process to follow. Therefore, when there is clarity about the exact proposals next year, they will be assessed against the Council's Business Plan and budget.

Background

3. On 6th August, the Government published the 'Planning for the Future' White Paper for consultation. The proposals in the White Paper have important implications for Wiltshire Council, as one of the largest local planning authorities in the country. There is a 12 week consultation period ending on 29th October 2020.
4. A Member Briefing Note was circulated on 1st October and a Member briefing session took place for all Wiltshire Councillors on 2nd October.
5. This paper summarises the broad issues which will form the basis of Wiltshire Council's response to the consultation. This will be submitted to MHCLG by the Director of Economic Development and Planning (Sam Fox), in consultation with the Cabinet Member for Spatial Planning, Development Management and Property (Toby Sturgis). The views of technical specialists across Wiltshire Council have been sought and their feedback, together with comments made in the Member Information session on 2nd October, and the discussion at Full Council on 20th October, will also inform the response.

6. The White Paper sets out proposals for a fundamental reform of the planning system. These are headed under three pillars:

- Pillar 1 - Planning for Development
- Pillar 2 - Planning for Beautiful & Sustainable Places
- Pillar 3 - Planning for Infrastructure & Connected Places

7. The proposed reforms would mean:

- Local communities would be consulted from the very beginning of the planning process. By harnessing the latest technology through online maps and data, the whole system will be made more accessible
- Valued green spaces would be protected for future generations by allowing for more building on brownfield land and all new streets to be tree lined
- Homes would be built quicker by ensuring local housing plans are developed and agreed in 30 months
- Every area would have a local plan in place. This will designate land within three categories:
 - **Growth areas** would back development, with development approved at the same time plans are prepared, meaning new homes, schools, shops and business space can be built quickly and efficiently, as long as local design standards are met.
 - **Renewal areas** would be suitable for some development – where it is high-quality in a way which meets design and other prior approval requirements the process will be quicker. If not, development will need planning approval in the usual way.
 - **Protected areas** would be just that – development will be restricted to carry on protecting our treasured heritage like Areas of Outstanding Natural Beauty and National Parks.
- The planning process would be overhauled and replaced with a clearer, rules-based system.
- A new simpler national levy to replace the current system of developer contributions (Community Infrastructure levy and Section 106 payments)
- The creation of a fast-track system for beautiful buildings and establishing local design guidance for developers to build and preserve beautiful communities
- An ambition that new ‘zero carbon ready’ homes delivered under our new system would not require any future retrofitting.

Main Considerations for the Council

8. The sections below set out the broad proposals contained within each pillar and the proposals for delivering change. Included is a brief commentary on the implications for Wiltshire Council, which will form the basis of the detailed response to the consultation.

Pillar 1 - Planning for Development

9. The Government is aiming to speed up the delivery of housing whilst enhancing design quality. In principle, these aims are fully supported. It is

also important that plans are based on full engagement with local communities to properly reflect the needs and priorities of local areas. The proposal for plans to be prepared quicker is welcomed, but this should not undermine the effectiveness of local plans in balancing competing demands on land and securing effective place-shaping.

10. Local Plans should be prepared within a national framework, meet development needs and achieve sustainable communities. Under the proposals, Local Plans would be adopted more quickly, and Wiltshire Council welcomes this. It is important that the new national framework would not inhibit locally elected Councils in balancing competing needs in their areas (e.g. for housing, employment, community facilities, public open spaces, green infrastructure, nature conservation), and to identify the infrastructure needed to support new development (e.g. transport, flood risk, education, etc).
11. The proposal for Local Plans to have a 15-20 year time horizon, with regular reviews is welcomed.
12. With regard to the proposals for three classifications of land ('growth', 'renewal' and 'protection'), it is not yet clear, without further details, how this would be effective for a large complex geographical and administrative area such as Wiltshire. It is also not yet clear how the three classifications would work in practice dovetailing with Neighbourhood Plans. Wiltshire is proud of the role Neighbourhood Plans have in ensuring effective empowerment for communities within the planning system and the White paper reforms present an opportunity to simplify and strengthen this area. More detail on the relationship between the three classifications and Neighbourhood Planning is therefore needed.
13. It is also noted that the term 'protection' implies no development. Development within protection areas might be appropriate if carefully designed and necessary (e.g. Conservation Areas and minerals and waste development).
14. The proposal for national development management policies is welcomed on the basis that it secures national environmental standards (e.g. BREEAM). However, there needs to be a provision for Councils to provide local context and vary policy where national policies do not cover local issues.
15. The consultation asks whether we agree with the introduction of a standard method for establishing housing requirements. Whilst we welcome an approach which ensures that each Council's provision contributes to meet the national target, this approach would need to enable sufficient local discretion to reflect local circumstances and opportunities. A standard mathematical approach will not provide this.
16. The White Paper proposes a 30-month process for Local Plans to be developed and adopted. This is set out in the table below.

Stage		
1	6 months	<i>Council 'call for' suggested areas of growth, renewal, protection, and what development should look like</i>
2	12 months	<i>Council prepares Local Plan and any necessary evidence. Higher risk areas would receive mandatory Planning Inspectorate advisory visits</i>
3	6 weeks	<i>Council submits plan to Secretary of State with a statement of reasons. Representations on how the plan should change and why.</i>
4	9 months	<i>Planning Inspector conducts examination to test whether the plan is sustainable. Their report could simply state agreement with all or part of the Council's or a representor's reasons</i>
5	6 weeks	<i>Local Plan comes into force.</i>

17. Whilst we fully support the need to streamline Local Plan processes, and speed up their delivery, it is important to safeguard the evidence-based methodology which underpins their soundness. They also need to allow for genuine stakeholder engagement and consultation. The proposal to produce a Local Plan in 12 months (stage 3) would be challenging for large unitary councils, such as Wiltshire Council where the technical evidence base would need to be formulated in order to inform the Plan. Whilst some small councils may be able to meet these proposed timescales, the role of Local Plans as effective place-shaping tools will diminish for larger Council areas. With complex housing market areas, high growth requirements with corresponding infrastructure, and an extensive geography, it is not reasonable to expect a large, complex area such as Wiltshire, to provide an evidence-led, stakeholder shaped Local Plan within such a tight timescale.
18. Furthermore, the proposal to transition to the new system within 30 months from the legislation would be particularly challenging, given the likely increase in growth that will need to be met using an evidence-led approach.
19. The proposal to make decision making on planning applications faster and more certain should be supported in its approach but not where this will undermine democratic accountability in decision making. Proposals to speed this up should not undermine this.
20. With regard to the question of whether Neighbourhood Plans should be retained these are an essential component of place-shaping, enabling local communities to set local priorities. Their production should be simplified and sped up, and they should be guaranteed as being material for the whole life of their plans, and not as at present in some circumstances, carry less material weight over two years old.

Pillar 2 - Planning for Beautiful & Sustainable Places

21. We are supportive of the use of national guidance to set out broad principles rather than establish a national design code. Any changes made should ensure that good design responds to the local context and character. Local design codes need to have real teeth to be effective, and so the proposal to make these mandatory is welcome. Nevertheless, design codes can only provide a baseline. There needs to be scope to work with developers to secure good design on a case by case basis.
22. The creation of a new national body to support design and building better places is welcomed. These proposals are supported in principle. However, the proposal to require each Council to have a Chief Design and Placemaking Officer is not necessary with an effective senior role to head up Place Making.
23. The White Paper refers to ambitious improvements in energy efficiency standards (*'From 2025 new homes should generate a 75% - 80% reduction in CO2 emissions, contributing to the 'net zero' target by 2050'*). Whilst the overall approach is welcomed, the importance of addressing climate change doesn't appear to feature heavily in the White Paper, which is disappointing. There should be more emphasis on how national and local climate targets should inform local plans. There should be greater clarity regarding the definition for 'zero carbon ready' homes, and greater emphasis on achieving 'zero carbon' homes more quickly.

Pillar 3 - Planning for Infrastructure & Connected Places

24. The Government is proposing to replace the CIL and planning obligations with a new consolidated Infrastructure Levy, which is charged as a fixed proportion of development value. Whilst a single planning obligation which draws section 106 obligations and CIL together is welcomed, the details will need to be seen in order to comment further. Some aspects of the proposed Levy are welcome, for example the link to values may avoid the need for viability assessments. However, the proposals to delay the payment of the levy would make it more difficult to secure important infrastructure (e.g. schools / health facilities /transport) 'up front' when it is needed.
25. The question is also asked as to whether Infrastructure Levy rates should be set nationally at a single rate, set nationally at an area-specific rate, or set locally? We propose responding to say that these should be set locally, in response to local needs and the local market.
26. We welcome the proposed flexibility of local authorities being able to borrow against the Infrastructure Levy, to support infrastructure delivery in our area.
27. The increase in effective enforcement powers and resources is welcomed.

Conclusion

28. In summary Wiltshire Council recognises the need to reform the current planning system, and the proposals within the White Paper are a welcome step forward in delivering this change. Wiltshire Council supports the Government's aim of speeding up the delivery of development whilst enhancing design quality.
29. Whilst Wiltshire Council is broadly supportive of these proposals, there are a number of areas within the consultation where we disagree with the proposals.
30. There are also resource implications for the Council to consider, especially in relation to the introduction of new digital resources for consultation. There will also be a need to resource two concurrent systems (e.g. plan-making) during the transition period.
31. Speeding up the delivery of development does not address the issue of developing out sites where permission has been granted. Nationally there are approximately 1 million dwellings with unimplemented planning permission. In order to meet the stated objective of more housebuilding nationally, the Government should deliver robust mechanisms to ensure that developers build out extant permissions.
32. The importance of providing sufficient funding for infrastructure improvements to accommodate growth is fundamental to the successful delivery of the national housebuilding agenda.
33. Whilst increasing the effectiveness of public involvement in the planning process is particularly welcomed the shift in the focus of public engagement from the planning application to the plan making stage could disadvantage communities if they are not able to effectively influence the allocation of specific sites which would be granted 'permission in principle'. Particular attention will need to be given to ensuring public engagement is genuinely able to influence and inform plan making.

Overview and Scrutiny Engagement

34. Because of the timescale set by MHCLG to respond to the consultation there has not been specific engagement with the Council's Overview and Scrutiny function. An all-member briefing was held on the White Paper on 2nd October.

Safeguarding Implications

35. There are no safeguarding implications arising from the Planning White Paper.

Public Health Implications

36. The White Paper makes recommendations about how the planning system will ensure place-shaping takes account of the health and well-being of communities. Wiltshire Council's response to the consultation will ensure reference is made to the importance of planning for sustainability, good housing, employment opportunities and maintaining a healthy and resilient environment.

Procurement Implications

37. There are no procurement implications arising from the Planning White Paper.

Equalities Impact of the Proposal

38. Because this is a response to a White Paper consultation an Equality Impact assessment (EqIA) has not been undertaken. New planning strategies such as the Local Plan will be informed by EqIA's.

Environmental and Climate Change Considerations

39. The White Paper consultation does impact on environmental and climate change considerations and specific points relating to these are referenced in paragraph 22.

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

40. If Wiltshire Council does not submit a response to MHCLG on the Planning White Paper consultation it will not have an opportunity to set out the impact of the proposals on Wiltshire and our stakeholders.

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

41. None applicable.

Financial Implications

42. There are no significant financial implications arising from the Planning White Paper. Issues relating to CIL and s106 are covered in paragraphs 23-25 in the report.

Legal Implications

43. The contents of this report were reviewed by the Council's Director for Legal and Governance. The consultation on the White Paper will lead to government publishing changes to statutory provisions relating to planning and these will be further considered by the Council's Legal Services when published.

Workforce Implications

44. The proposed changes to the planning system will have implications for our professional planning staff in undertaking their work. The consultation on the White Paper will lead to government publishing changes to statutory provisions relating to planning and these will be further considered by the Council's Director for Economic Development and Planning in consultation with the HR Business Partner.

Conclusions

45. The conclusions are reached having taken the above implications into account. This paper summarises the broad issues which will inform the basis of Wiltshire Council's response to the consultation. The views of technical specialists across Wiltshire Council have been sought and their feedback, together with comments made in the Member Information Session on 2nd October, and the discussion at Full Council on 20th October will inform the response to the White Paper. Where appropriate our response to detailed questions in the consultation will be supported by evidence provided by our technical specialists.

Terence Herbert- Chief Executive

Report Author: Sam Fox, Director of Economic Development and Planning,
sam.fox@wiltshire.gov.uk

12 October 2020

Appendices – None

Background Papers

['Planning for the Future' White Paper, MHCLG, August 2020](#)

[Briefing Note for Councillors on 'Planning for the Future' White Paper](#)

Wiltshire Council

Full Council

20 October 2020

Proposed Changes to the Constitution – Part 3B of the Constitution

Summary

This report sets out proposed changes to Part 3B of the Constitution (Policy Framework and Audit Committee).

Proposals

That Full Council approve the proposed changes to Part 3B of the Constitution as detailed in Appendix C.

Reason for Proposals

To ensure the council's constitution is up to date, clear and effective.

Ian Gibbons, Monitoring Officer

Proposed Changes to the Constitution: Part 3B of the Constitution

Purpose of Report

1. This report asks the Standards Committee to consider recommendations of the Constitution Focus Group in relation to Part 3B and Protocol 2 of the Constitution including:
 - Paragraphs 1.1 and 1.2 of Part 3B – Policy Framework
 - Paragraph 2.8 – Audit Committee

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 in carrying out this function.
3. The Focus Group met on 15 January 2020 to review sections of the Constitution set out above, and made recommendations to Standards Committee, which approved the recommendations for consideration at Full Council at a meeting on 7 July 2020. The notes of the relevant meetings are contained at **Appendix A**.
4. Following discussion at the meeting of Full Council on 21 July 2020, further work has been undertaken as requested to ensure the terminology included in the proposed amendments is accurate and consistent with the relevant legislation.
5. The Focus Group met on 28 September 2020 to further consider the sections and made additional recommendations. The Standards Committee considered the recommendation at its meeting on 7 October 2020 and agreed to recommend the changes to Full Council. The notes of the relevant meetings are contained at **Appendix B**.

Main Considerations

Policy Framework

6. The Policy Framework is a list of key documents and policies which are required to be approved by Full Council. This is either because it is statutorily required, or by previous decision of Full Council.
7. As legislation and strategies change, the policy framework requires periodic review and updating. A review was therefore undertaken by the Corporate Governance Working Group.
8. The review identified a number of items which were no longer required to be approved by Full Council, or had been added to the required list, and a number of items were proposed to be removed as Full Council approval was not the most appropriate method for their review and approval.

9. The review approach taken was as follows:

Routes to updating the constitution

Six routes to achieving the aim of this work have been identified

- I. Validation of cited legislation and strategies in the constitution as current*
- II. Addition of emerging legislation and strategies to the constitution*
- III. Deletion of redundant legislation and strategies from the constitution*
- IV. Removal of redundant legislation and strategies from the constitution through consultation with the Constitution Focus Group*
- V. Existing or emerging strategies which have not yet been signed off as per the constitution which can either be removed from 3B or signed off correctly*
- VI. Existing or emerging strategies which may make more sense for full council to sign off*

Items to update by appropriate route

I. Validation of cited legislation and strategies in the constitution as current

- *Emergency plans and civil contingency plans, as required by the Civil Contingencies Act 2004;*
- *Local Transport Plan, as required by the Transport Act 2000;*
- *Local development documents (including supplementary planning documents) which together comprise the Local Development Framework, as required by Planning and Compulsory Purchase Act 2004;*
- *Corporate Equality Plan, pursuant to the Public Sector Equality Duty under s149 of the Equality Act 2010;*
- *Homelessness Strategy, as required by the Homelessness Act 2002;*
- *Licensing Authority Policy Statement, as required by the Licensing Act 2003;*
- *Gambling Act Statement of Principles, as required by the Gambling Act 2005;*
- *Pay Policy Statement, as required by the Localism Act 2011;*
- *Enforcement Policy, as required by the Legislative and Regulatory Reform Act 2006.*
- *Corporate Parenting Policy for Looked After Children and Young People in Wiltshire;*
- *Business Plan*

II. Addition of emerging legislation and strategies to the constitution as statutory plans (rather than under the non-statutory section)

- *Air Quality Strategy, as required by the Environment Act 1995;*
- *Contaminated Land Strategy, as required by Part 2A Environmental Protection Act 1990;*

III. Deletion of redundant legislation and strategies from the constitution

- *Wiltshire Children and Young People's Plan, as required by the Apprenticeships, Skills, Children and Learning Act 2009;*

- *Joint Strategic Assessment of Crime and Policing, as required by the Crime and Disorder Act 1998;*
- *Child Poverty Strategy, as required by the Child Poverty Act 2010;*

IV. Removal of redundant legislation and strategies from the constitution through consultation with the Constitution Focus Group

- *Adult Learning Plan*
- *Customer Access Strategy*
- *Young Carers' Strategy*
- *Adult Care Transformation*
- *Food Safety, Food Standards and Food Law Enforcement Service Plan, as required by the Food Standards Agency*
- *Housing Strategy*

V. Existing or emerging strategies which have not yet been signed off as per the constitution which can either be removed from 3B or signed off

- *Youth Justice Plan, as required by the Crime and Disorder Act 1998; The annual [Youth Justice Plan](#) has currently been signed off by the cabinet member and YOT Board not full council (suggest removal);*
- *Housing Renewal Strategy, as required by the Housing Act 2004; this strategy is currently under development (suggest retention);*
- *Corporate Asset Investment Strategy and Corporate Property Strategy; the equivalent of the [Corporate Asset Investment Strategy/ Corporate Property Strategy](#) was signed off by cabinet not full council (suggest removal)*

VI. Existing or emerging strategies which may make more sense for full council to sign off

- *Treasury Management Policy*
- *Capital Investment Strategy*
- *Household Waste Management Strategy*

10. A query raised at Full Council had asked whether a change in the wording of the Local Development documents item meant that, in effect, some of the documents currently to be approved by Full Council would no longer need to be decided there. This was not the intention of the Focus Group or the Standards Committee, but at the request of Council the sections were reviewed further, and the wording left unchanged.

11. Therefore, following the completion of the six routes above and reconsideration by the Focus Group, who further clarified that the document including reference to carbon reduction which they had previously recommended by included in the policy framework should be listed as the Climate Strategy (including carbon reduction), it was recommended that Part 3B of the constitution would read as below:

*Adopting the following **statutory plans**, strategies and documents as part of the policy framework of the Council:*

- *Emergency plans and civil contingency plans; Civil Contingencies Act 2004*
- *Local Transport Plan; Transport Act 2000*

- *Local development documents (including supplementary planning documents) which together comprise the Local Development Framework, as required by Planning and Compulsory Purchase Act 2004;*
- *Corporate Equality Plan; Public Sector Equality Duty under s149 of the Equality Act 2010*
- *Homelessness Strategy; Homelessness Act 2002*
- *Housing Renewal Strategy; Housing Act 2004*
- *Licensing Authority Policy Statement; Licensing Act 2003*
- *Gambling Act Statement of Principles; Gambling Act 2005*
- *Pay Policy Statement; Localism Act 2011*
- *Enforcement Policy; Legislative and Regulatory Reform Act 2006*
- *Air Quality Strategy; Environment Act 1995*
- *Contaminated Land Strategy; Part 2A Environmental Protection Act 1990*

Adopting the following **non-statutory plans**, strategies and documents which also form part of the policy framework of the Council:

- *Corporate Parenting Policy*
- *Business Plan*
- *Treasury Management Policy*
- *Capital Investment Strategy*
- *Household Waste Management Strategy*
- *Climate Strategy (inc. Carbon Reduction)*

Audit Committee

12. The Focus Group agreed to recommend that the name of the Audit Committee be amended to the Audit and Governance Committee, to better reflect its remit. There would be no other changes to the terms of reference of the Committee, and it was common for such committees to reference Governance in their title.
13. The proposed changes to the Policy Framework and Audit Committee terms of reference are shown at **Appendix C**.

Safeguarding Implications

14. There are no safeguarding issues arising from this report.

Equalities Impact of the Proposal

15. There are no equalities impacts arising from this report.

Risk Assessment

16. There are no risk issues arising from this report.

Financial Implications

17. There are no financial implications arising from this report.

Legal Implications

18. The recommendations in this report are consistent with the council's duties under relevant legislation.

Public Health Impact of the Proposals

19. There are no public health impacts arising from this report.

Environmental Impact of the Proposals

20. There are no environmental impacts arising from this report.

Proposal

21. **That Full Council approve the revisions to Part 3B of the Constitution as set out in Appendix C.**

Ian Gibbons, Monitoring Officer

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

Appendices

Appendix A – Constitution Focus Group notes –15 January 2020 and Standards Committee Minutes Extract 7 July 2020

Appendix B – Constitution Focus Group notes –28 September 2020 and Standards Committee Minutes Extract 7 October 2020

Appendix C – Proposed changes to Part 3B

Background Papers

[Current Part 3 of the Constitution](#)

Appendix A Full Council 20 October 2020 Constitution Focus Group

NOTES OF THE CONSTITUTION FOCUS GROUP MEETING HELD ON 15 JANUARY 2020 AT COUNCIL CHAMBER - COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.

Present:

Cllr Richard Clewer (Chairman), Cllr Richard Britton, Cllr Jon Hubbard and Cllr Graham Wright

1 Apologies

Apologies were received from Councillors Ian Thorn and Stuart Wheeler.

2 Notes of the Previous Meeting

The notes of the meeting held on 2 September 2019 were presented for consideration and it was,

Resolved:

To approve and sign the notes as a true and accurate record.

3 Protocol 2 and Part 3B of the Constitution: Local Pension Board Terms of Reference and Responsibility for Functions (Wiltshire Pension Fund Committee Terms of Reference)

Following its meeting on 14 June 2019 the Focus Group received updated proposed terms of reference for the Local Pension Board and the Wiltshire Pension Fund Committee.

The Focus Group examined each terms of reference and made a number of suggested amendments to the wording to improve clarity. Revisions were requested in relation to details around delegation to officers or requests made to the Board, references to registers of interest, appointment and confirmation of Chair of the Board, the role of the Investment Sub-Committee, speaking rights, annual reports, appointment of employer representatives and other minor changes.

At the conclusion of discussion, it was,

Resolved:

To receive updated terms of reference taking into account the comments of the Focus Group, at its next meeting.

4 **Part 3B Policy Framework**

The Focus Group received a report proposing a review of Part 3B of the Constitution in respect of the Policy Framework, a list of policies which required approval by Full Council. This included items required by statute to be approved by Full Council and discretionary items which at some point it had been determined should be approved by Full Council.

The list had been reviewed as a number of items were no longer required to be approved by Full Council or had been added to the required list, and it was proposed a number of policy framework items be removed as this was not the most appropriate method for their review and approval.

The Focus Group considered the list, with comments suggesting the Carbon Reduction Strategy should also be approved by Full Council, and discussion of how to develop reviewed policies alongside scrutiny. It was also confirmed that any such strategies required approval by Cabinet prior to confirmation by Full Council.

Resolved:

To request Standards recommend approval of the proposed amendments to Part 3B of the Constitution, and to encourage future reviews of policy framework items to require scrutiny involvement.

5 **Urgent Items**

There were no urgent items.

(Duration of meeting: 2.30 - 4.10 pm)

The Officer who has produced these notes 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

Extract Minutes of the Standards Committee 7 July 2020

7 Constitutional Changes

A report from the Monitoring Officer was received setting out proposed changes to the Constitution as recommended by the Constitution Focus Group.

The changes included updates to the Policy Framework following a review of its contents, and significant changes to the terms of reference to the Wiltshire Pension Fund Committee and Local Pension Board, to clarify their roles and responsibilities among other changes as detailed in the report.

The Committee accepted the recommendations of the Focus Group to amend Part 3B and Protocol 2 accordingly.

The Committee also noted that the Human Resources Code of Conduct had been considered by the Staffing Policy Committee, and as Part 15 of the Constitution would be recommended to Council.

Resolved:

To recommend Council approve the proposed changes to Part 3B and Protocol 2 of the Constitution.

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Appendix B Full Council 20 October 2020 Constitution Focus Group

MINUTES OF THE CONSTITUTION FOCUS GROUP MEETING HELD ON 28 SEPTEMBER 2020 AT ONLINE MEETING.

Present:

Cllr Richard Clewer (Chairman), Cllr Richard Britton, Cllr Jon Hubbard and
Cllr Stuart Wheeler

18 **Apologies**

Cllrs Thorn, Rogers and Wright were not in attendance.

19 **Notes of the Previous Meeting**

Resolved:

To approve the notes of the previous meeting.

20 **Part 3B: Policy Framework**

The revised wording for policy framework items (Part 3 B of the Constitution) that required Full Council approval was discussed following a request from Council to confirm there would be no change to the requirement for it to determine certain planning documents. It was confirmed there was no change in this respect and the proposed wording had been amended to reflect this.

It was requested that reference to the Climate Change Strategy be amended to Climate Strategy as this was the current name for this document. This would be confirmed by officers prior to making this change.

It was discussed that the Youth Justice Plan and the Corporate Asset Investment Strategy and Corporate Property Strategy were currently adopted by Cabinet, and the proposals reflected this approach.

Resolved

To approve the revised wording in for Part 3B, subject to an amendment to the title 'Climate Strategy'.

21 **Audit Committee**

It was discussed that it was common practice for Audit Committees to include reference to 'Governance' in their name since it was a significant element of the Committee's remit. A request had been made to update the name of the committee in this way to accurately reflect its responsibilities, noting it would not change the Terms of Reference.

It was noted the request was for implementation in May 2020, however it was requested this be implemented as soon as possible.

Resolved:

To recommend to the Standards Committee a change in the name of the Audit Committee to Audit and Governance Committee noting that no changes are required to the existing Terms of Reference of the committee.

22 **Monitoring Officer Updates**

The Focus Group heard a verbal update on changes the Monitoring Officer planned to make to the Constitution under delegated powers.

Resolved:

To note intended updates to the Constitution by the Monitoring Officer:

a) Update references to Executive Officers, Chief Executive Officers throughout to reflect the new management structure.

b) Update the temporary Planning Committee Remote Procedure to confirm that members of the public can now attend to deliver their own statement.

c) Update references to the Consultation Strategy.

23 **Requests from Councillors and other matters**

The Focus Group considered a request to review the Media Guidance for councillors, it was agreed that a review by the Focus Group was not a current priority as it remained fit-for-purpose, however the guidance would be checked for accuracy.

Resolved:

To request that officers review the content of the guidance for any factual updates needed such as references to legislation.

24 **Urgent Items**

The Focus Group was updated that the Health and Wellbeing Board and the Corporate Parenting Panel wished to make changes to their membership and these would be reported to Full Council.

(Duration of meeting: 1.30 - 1.55 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

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Extract Minutes of the Standards Committee 7 October 2020

17 **Recommendations from the Constitution Focus Group**

A report was presented on recommendations for constitutional changes proposed by the Constitution Focus Group.

It was noted that the Committee had proposed changes to the Policy Framework at its meeting on 15 January 2020. At its meeting on 21 July 2020 Full Council had requested this be reviewed in response to a query raised by a member of the public. The Focus Group had re-considered the proposals and revised the wording in relation to the local development framework documents to clarify that there would no change in those documents being approved by Full Council.

It was also recommended that the name of the Audit Committee be changed to the Audit and Governance Committee, to reflect its terms of reference and responsibilities. No other changes to the Committee terms of reference were proposed.

It was also stated that discussions had been held on amending the terms of reference of the Health and Wellbeing Board, including its membership details.

Therefore, it was,

Resolved:

To recommend Full Council approve the revisions to Part 3B of the Constitution as set out in Appendix C.

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Appendix C Full Council 20 October 2020

**Wiltshire Council
Constitution
Part 3B
Responsibility for Functions**

PART 3

RESPONSIBILITY FOR FUNCTIONS

SECTION B: FUNCTIONS OF COUNCIL, COMMITTEES AND CABINET

1. The Council

The Council will be responsible for the following functions, which it will exercise only in Full Council meetings:

1.1 Adopting the following statutory plans, strategies and documents as part of the policy framework of the Council:

~~1.1.1 Wiltshire Children and Young People's Plan, as required by the Apprenticeships, Skills, Children and Learning Act 2009;~~

~~1.1.2 Joint Strategic Assessment of Crime and Policing, as required by the Crime and Disorder Act 1998;~~

~~1.1.3~~ 1.1.1 Emergency plans and civil contingency plans, as required by the Civil Contingencies Act 2004;

~~1.1.4~~ 1.1.2 Local Transport Plan, as required by the Transport Act 2000;

~~1.1.5~~ 1.1.3 Local development documents (including supplementary planning documents) which together comprise the Local Development Framework, as required by Planning and Compulsory Purchase Act 2004;

~~1.1.6 Youth Justice Plan, as required by the Crime and Disorder Act 1998;~~

~~1.1.7~~ 1.1.4 Corporate Equality Plan, pursuant to the Public Sector Equality Duty under s149 of the Equality Act 2010;

~~1.1.8~~ 1.1.5 Homelessness Strategy, as required by the Homelessness Act 2002;

~~1.1.9~~ 1.1.6 Housing Renewal Strategy, as required by the Housing Act 2004;

~~1.1.10~~ 1.1.7 Licensing Authority Policy Statement, as required by the Licensing Act 2003;

~~1.1.11~~ 1.1.8 Gambling Act Statement of Principles, as required by the Gambling Act 2005;

~~1.1.12~~ 1.1.9 Pay Policy Statement, as required by the Localism Act 2011;

~~1.1.13 Child Poverty Strategy, as required by the Child Poverty Act 2010;~~

1.1.10 Enforcement Policy, as required by the Legislative and Regulatory Reform Act 2006.

1.1.11 Air Quality Strategy, as required by the Environment Act 1995;

~~1.1.14~~ 1.1.12 Contaminated Land Strategy, as required by Part 2A of the Environmental Protection Act 1990

1.2 Adopting the following non-statutory plans, strategies and documents which also form part of the policy framework of the Council:

~~1.2.1 Adult Learning Plan;~~

~~1.2.2 Customer Access Strategy;~~

~~1.2.3 Young Carers' Strategy;~~

~~1.2.4 Adult Care Transformation;~~

~~1.2.5 Corporate Asset Investment Strategy and Corporate Property Strategy;~~

- ~~1.2.6~~1.2.1 Corporate Parenting Policy ~~for Looked After Children and Young People in Wiltshire;~~
- ~~1.2.7~~1.2.2 Business Plan;
- ~~1.2.8~~ Food Safety, Food Standards and Food Law Enforcement Service Plan, as required by the Food Standards Agency;
- ~~1.2.9~~ Housing Strategy;
- ~~1.2.10~~ Air Quality Strategy, as required by the Environment Act 1995;
- ~~1.2.11~~ Contaminated Land Strategy, as required by Part 2A Environmental Protection Act 1990;
- ~~1.2.12~~ Such other plans and strategies as the Council may include to form part of its policy framework.
- 1.2.3 Treasury Management Policy
- 1.2.4 Capital Investment Strategy
- 1.2.5 Household Waste Management Strategy
- 1.2.6 Climate Strategy (including Carbon Reduction)

Audit and Governance Committee

Composition

- 2.8.1 The size of the Audit and Governance Committee and appointments to it will be determined by Council. Appointments will be made having regard to rules on political proportionality.
- 2.8.2 The Audit and Governance Committee will exclude Members of the Cabinet. The Leader of the Council or the cabinet Member responsible for finance and governance is a non-voting Member of the Committee.
- 2.8.3 Substitute Members will be permitted in accordance with Part 4 of this Constitution.

Role and Function

- 2.8.4 The Audit and Governance Committee will be responsible for:
- 2.8.5 External Audit Activity:
- To receive and comment on the external audit plan;
 - To consider the external auditor's annual letter, relevant reports, and the report to those charged with governance;
 - To comment on the scope and depth of external audit work and to ensure it gives value for money;
 - To monitor the implementation of management actions arising from external audit work.
- 2.8.6 Internal Audit Activity:
- To approve the terms of reference and strategy for internal audit, and the annual internal audit plan and subsequent changes thereto;
 - To monitor and review the effectiveness of internal audit to ensure compliance with statutory requirements;
 - To consider the Head of Internal Audit's annual report and opinion, and a summary on internal audit activity and the level of assurance it provides on the Council's corporate governance arrangements;

- To consider specific internal audit reports as requested, and monitor the implementation of agreed management actions.

2.8.7 Regulatory Framework:

- To monitor and review the effective development and operation of corporate governance, risk and performance management and internal control, and to receive progress reports as required;
- To oversee the process for production of the annual governance statement (AGS), to review the supporting evidence including the arrangements for governance of partnership working, and to approve the draft AGS;
- To monitor the development and implementation of the Council's anti-fraud and corruption policy and strategy.

2.8.8 Financial Management and Accounts:

- To ensure the Council's arrangements for financial management are adequate and effective, and, together with its accounting policies, are regularly reviewed;
- To review and approve the annual statement of accounts;
- To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.

Wiltshire Council

Council

20 October 2020

Notice of Motion No.23 – Footpaths and cycleways

From Councillors Richard Clewer and Pip Ridout

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

This Council resolves that:

Where new residential or commercial developments are granted, or have been granted planning permission, and they are in locations that don't link with existing footpaths and cycleways in adjoining communities that, the Council will undertake to ensure, where practicable, footpath and cycleway links are planned for and delivered in order that our communities can benefit fully from using non vehicular transport.

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Wiltshire Council

Council

20 October 2020

Subject: Appointment of an Independent Remuneration Panel

Cabinet Member: Cllr Richard Clewer- Deputy Leader and Cabinet Member for Corporate Services, Heritage, Arts and Tourism, Housing and Communities.

Key Decision: Non-Key

Executive Summary

The report recommends an approach to convene an Independent Remuneration Panel (IRP) to review the Wiltshire Council Members' Allowance Scheme, for implementation in the May 2021 new council term.

Proposal(s)

That Council:

- a) Agrees to constitute an Independent Remuneration Panel of 3 members and to delegate authority to the Director of Legal and Governance, in consultation with Group Leaders (or their nominated representative), to undertake the selection process and recommend Panel appointments to Full Council;**
- b) Notes that Panel members will be appointed for a 4-year term and the Terms of Reference for allowance reviews will be agreed by the Panel, once appointed;**
- c) Delegates to the Director of Legal and Governance, in consultation with Group Leaders (or their nominated representative), to appoint an Independent Advisor to the Panel if this becomes necessary during the review period;**
- d) Delegates to the Director of Legal and Governance to agree, where appropriate, remuneration for members and advisors supporting the Panel.**

Reason for Proposal(s)

To ensure an Independent Remuneration Panel can be convened and undertake research in advance of the 2021 council term.

Subject:	Appointment of an Independent Remuneration Panel
Cabinet Member:	Cllr Richard Clewer- Deputy Leader and Cabinet Member for Corporate Services, Heritage, Arts and Tourism, Housing and Communities. Member
Key Decision:	Non-Key

Purpose of Report

1. The report recommends an approach to convene an Independent Remuneration Panel (IRP) to review the Members Allowance Scheme, for implementation in the May 2021 new council term.

Background

2. The Local Authorities (Members' Allowances) (England) Regulations 2003 specify that members' allowances must be reviewed every 4 years, for implementation in the new council term. Full Council is ultimately responsible for agreeing members' allowances, however Council can only determine members' allowances following review by an Independent Remuneration Panel ('the Panel').
3. The Council no longer has a Panel and arrangements are to be made to ensure a Panel is recruited for determining allowances in the 2021 council term. It is best practice that a Panel be appointed for 4 years, and after a thorough review of the Members' Allowance Scheme at the start of each term, produce annual reports considering any in-year changes required. Changes may be prompted by amendments to roles, responsibilities, governance arrangements or government guidance that would warrant a review of a specific area of the scheme.
4. The Panel will make arrangements on members' allowances following an evidence-led approach which normally includes (but is not limited to): reviewing the number and duration of committee meetings and governance arrangements; comparing allowances with similar authorities; surveying members; and conducting interviews with members to understand more about their roles.
5. The Council has previously favoured the approach of undertaking a review that spans two council terms to ensure both outgoing and new councillors can submit evidence. It is proposed that a similar approach be taken, with the review work beginning in Spring 2021, and concluding in Summer 2021, spanning the terms of two councils. To allow this to take place, recommendations for Panel appointments must be submitted to the next meeting of Full Council in February 2021.

Main Considerations

6. Group Leaders are invited to participate in the selection process of Panel members to provide cross-party confidence in the independence and suitability of the panel. Appointments made by Full Council will ensure these are open to public scrutiny.

7. The recruitment process for Panel members will be undertaken in line with legal requirements and government guidance. It will be approached in such a way as to promote diversity. For example, in addition to an advert on the Council's careers site, social media promotion may take place, alongside direct contact with South West Councils and significant community groups.
8. The Panel will be supported by the Monitoring Officer and officers within the Democracy service who will provide administrative support to the Panel and gather evidence requested. An Independent Advisor may be recruited to support the Panel, should this be deemed necessary. The experience of Panel members will be considered in their selection, and training and induction will be provided to ensure the Panel is confident undertaking its duties, therefore minimising the need for external advice.
9. Councillors' allowances were last reviewed by a Panel in 2017 and its recommendations were presented in a report to Council available [here](#). The Panel recommended that specific allowances be considered in more detail as part of the next review in 2021, as detailed in [Appendix 4](#) of the 2017 report .
10. Since 2017, roles and responsibilities of some members in receipt of Special Responsibility Allowances have changed. There have also been changes to the staff subsistence policy and the senior management structure of the council. The Council has also established an additional standing Committee, the Electoral Review Committee. It is therefore anticipated that the work in reviewing the Members' Allowance Scheme for 2021 will be significant. During its lifetime, the Panel may also be used to consider other remunerated posts which do not form part of the Scheme and that would benefit from independent assessment.
11. It is recommended that the level of remuneration for the Panel (and any advisors) is delegated to the Director for Legal and Governance to determine. Remuneration of Panel members is an option taken up by some authorities, and Wiltshire has used this in the past. Given the significant work required as part of the 2021 review, and the technical nature of the role, it is proposed that Panel members would be remunerated at the appropriate level, to be determined by the Director of Legal Governance, in line with rates applied by other authorities.

Overview and Scrutiny Engagement

12. The Panel will undertake an independent review of members' allowances, prior to determination by Full Council, therefore Overview and Scrutiny engagement is not required.

Safeguarding Implications

13. There are no safeguarding implications.

Public Health Implications

14. The recruitment and selection process (for instance, attending interview) will take place in accordance with public health advice in respect of Covid-19.

Procurement Implications

15. There are no procurement implications.

Equalities implications

16. The recruitment and selection of Panel members will be undertaken to ensure those with protected characteristics under the Equality Act 2010 are treated equally in this process.

Environmental and Climate Change Considerations

17. There are no environmental implications.

Risks that may arise if the proposed decision is or isn't taken and actions that will be taken to mitigate these risks

18. Should the Council not agree to recruit an IRP, it would be unable to fulfil its duties under the Local Authorities (Members' Allowances) (England) Regulations 2003.

19. Given the scale of the 2021 review, a decision to require Panel members to serve without remuneration could be considered unreasonable. Additionally, it may limit the ability to attract the best candidates to roles on the Panel, and to ensure continuity by way of ongoing service for 4 years.

Financial implications

20. Provision for the payment of Panel members is made within the existing budget.

21. The recommendations of the IRP will come to Full Council to consider at the final stage.

Legal implications

22. Without an IRP the council is not able to fulfil its duties under the Local Authorities (Member's Allowances) (England) Regulations 2003.

Workforce implications

23. Staff resource will be provided from within existing staffing structures, primarily from the Democracy service, to support the recruitment of Panel members, provide training and supply evidence requested

Conclusions

24. The Council is required to review the Members' Allowance Scheme for the 2021 Council term, as such it is recommended an Independent Remuneration Panel be appointed, as set out in this report.

Ian Gibbons – Director of Legal and Governance, and Monitoring Officer.

Report Author: Libby Johnstone (Democracy Manager)

28 September 2020

Wiltshire Council

Full Council

20 October 2020

Subject: Appointments to the Local Pension Board and Wiltshire Pension Fund Committee

**Cabinet Member: Councillor Pauline Church
Cabinet Member for Finance and Procurement**

Key Decision: Non-Key

Executive Summary

Vacancies have arisen on the Local Pension Board and Wiltshire Pension Fund Committee, to which Council appoints membership as the Administering Authority. The report sets out the recruitment process undertaken and recommends appointments to Council.

Proposal

That Council appoints

- a) Marlene Corbey to the Local Pension Board for a four year term as a Scheme Member Representative.
- b) Tracy Adams to the Wiltshire Pension Fund Committee for a four year term as an Employer Member Representative.

Reason for Proposal

To ensure compliance with the Public Sector Pension Act (2013) along with the Local Government Pension Scheme (Amendment Governance) Regulations 2015 and to ensure the sound governance of the Fund.

**Terence Herbert
Chief Executive Officer**

Wiltshire Council

Full Council

20 October 2020

Subject: Appointments to the Local Pension Board and Wiltshire Pension Fund Committee

**Cabinet Member: Councillor Pauline Church
Cabinet Member for Finance and Procurement**

Key Decision: Non-Key

Purpose of Report

1. To report to Council the outcome of a selection process for the Local Pension Board and Wiltshire Pension Fund Committee and seek to Council's approval for the appointment as set out in the recommendation above.

Background

2. The Wiltshire Pension Fund Committee has, delegated from Full Council, decision making responsibility over the administration and management of the Wiltshire Pension Fund Committee, it is a scheme manager as defined under Section 4 of the Public Service Pensions Act 2013. The Committee is also a committee of the council under the 1972 Local Government Act.
3. Under the Public Service Pensions Act 2013 and consequent amendments to the Local Government Pension Scheme Regulations 2013, each administering authority is required to appoint a local pension board to assist the administering authority to comply with relevant legislation and guidance, and to ensure the effective and efficient governance and administration of the Local Government Pension Scheme. Such Boards are constituted entirely under the Public Service Pensions Act 2013 and are not local authority committees.
4. The term of office of an Employer Representative on the Committee came to an end in July 2020. The term of office of a Scheme Member Representative on the Local Pension Board also came to an end in July 2020.

Main Considerations for the Council

5. An appointment process for the Committee has been undertaken in line with the Committee's Terms of Reference and Tracy Adams of Salisbury City Council has been selected to represent employer members within the Fund, following a request for nominations by incumbent and applicable employer bodies.
6. An appointment process for the Local Pension Board has been undertaken in line with the Board's Terms for Reference and Marlene Corbey, of Unison has

been selected to represent scheme member representatives, following a request to unions within the Fund.

7. Appointments confirmed by Council will take place with immediate effect.

Safeguarding Implications

8. There are no safeguarding implications.

Public Health Implications

9. There are no public health implications.

Procurement Implications

10. There are no Procurement implications

Equalities Impact of the Proposal

11. There are no equalities implications.

Environmental and Climate Change Considerations

12. There are no environmental implications.

Financial Implications

13. There are no financial risks associated with these appointments.
14. Members of both Committee and Local Pension Board are able to claim travel expenses for their roles, budget for which has been allocated.

Legal Implications

15. Vacancies are required to be filled to ensure the Council fulfils its statutory duties as administering authority under the Public Sector Pension Act (2013) along with the Local Government Pension Scheme (Amendment Governance) Regulations 2015.

Conclusions

16. In order to ensure the effective operation of the Local Pension Board and Wiltshire Pension Fund Committee, it is recommended the appointments are confirmed.

Andy Brown
(Interim Corporate Director - Resources)

Report Author: Libby Johnstone, Democracy Manger (Democratic Services)
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Background Papers - None

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Wiltshire Council

Full Council

20 October 2020

Review of Proportionality and Allocation of Seats on Committees to Political Groups

Introduction

1. Following changes in the number of seats held by individual 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, due to an additional member joining the group, from the Conservative Group.
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
Conservative	62*
Liberal Democrat	21
Independent	11
Labour	3

* The ByBrook division is currently vacant. Whilst it is usual practice not to re-balance committees until a by-election has taken place, since an election will now not take place until May 2021, in fairness to all political groups, Group Leaders have agreed to calculate political balance over 97 members, instead of 98.

6. 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 comprises 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: 30
 Lib Dem: 2
 Labour: 22
 Independent Tories: 2

14. When taken with the political composition of Wiltshire the breakdown is as follows:

Conservative	92	6 seats (6.614)
Lib Dem	23	2 seats (1.654)
Labour	25	2 seats (1.797)
Independent	11	1 seats (0.791)
Independent Tories	2	0 seats (0.144)

Swindon is entitled to appoint 2 Conservatives and 2 Labour councillors, leaving Wiltshire to appoint 4 Conservatives, 2 Lib Dems and 1 Independent. The Conservative Group therefore lose one seat to the Liberal Democrat Group. In the overall scheme of committee places the Liberal Democrat Group is not entitled to an additional seat, therefore the group will give up a seat on the Standards Committee to gain one on the PCP.

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	92	4 seats (4.209)
Lib Dem	23	1 seats (1.052)
Labour	25	1 seats (1.144)
Independent	11	1 seats (0.503)
Independent Tories	2	0 seats (0.092)

Swindon is entitled to appoint 1 Conservative and 1 Labour councillors, leaving Wiltshire to appoint 3 Conservatives, 1 Lib Dem and 1 Independent member. There is therefore no change to the proportionality of this committee.

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. Attached to this report at Appendix A is a numerical guide to proportional representation on Committees based on the respective strengths of the political groups set out in paragraph 5.
20. This indicates that the net effect of the change in political group sizes is that the Independent Group gain two seats from the Conservative Group. A draft scheme of committee places (Appendix B) is proposed.
21. The allocation of seats to political groups on the Fire Authority is not affected.

Matters for Decision

22. 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 B.
 - (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.

Ian Gibbons

Director (Legal, Electoral and Registration Services)

Report Author: Libby Johnstone- Democracy Manager (Democratic Services)

Unpublished documents relied upon in the production of this report: NONE

Appendices

Appendix A – Numerical Guide to political proportionality

Appendix B – Draft Scheme of Committee Places

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SCHEDULE

Proportional Representation Table

Total: 97

	Conservative	Liberal Democrat	Labour	Ind	Ungrouped	
	62	21	3	11	0	
1	0.639	0.216	0.031	0.113	0.000	1.00
2	1.278	0.433	0.062	0.227	0.000	2.00
3	1.918	0.649	0.093	0.340	0.000	3.00
4	2.557	0.866	0.124	0.454	0.000	4.00
5	3.196	1.082	0.155	0.567	0.000	5.00
6	3.835	1.299	0.186	0.680	0.000	6.00
7	4.474	1.515	0.216	0.794	0.000	7.00
8	5.113	1.732	0.247	0.907	0.000	8.00
9	5.753	1.948	0.278	1.021	0.000	9.00
10	6.392	2.165	0.309	1.134	0.000	10.00
11	7.031	2.381	0.340	1.247	0.000	11.00
12	7.670	2.598	0.371	1.361	0.000	12.00
13	8.309	2.814	0.402	1.474	0.000	13.00
14	8.948	3.031	0.433	1.588	0.000	14.00
15	9.588	3.247	0.464	1.701	0.000	15.00
16	10.227	3.464	0.495	1.814	0.000	16.00
17	10.866	3.680	0.526	1.928	0.000	17.00
18	11.505	3.897	0.557	2.041	0.000	18.00
19	12.144	4.113	0.588	2.155	0.000	19.00
20	12.784	4.330	0.619	2.268	0.000	20.00
21	13.423	4.546	0.649	2.381	0.000	21.00
22	14.062	4.763	0.680	2.495	0.000	22.00
23	14.701	4.979	0.711	2.608	0.000	23.00
24	15.340	5.196	0.742	2.722	0.000	24.00
25	15.979	5.412	0.773	2.835	0.000	25.00
26	16.619	5.629	0.804	2.948	0.000	26.00
27	17.258	5.845	0.835	3.062	0.000	27.00
28	17.897	6.062	0.866	3.175	0.000	28.00
29	18.536	6.278	0.897	3.289	0.000	29.00
30	19.175	6.495	0.928	3.402	0.000	30.00
31	19.814	6.711	0.959	3.515	0.000	31.00
32	20.454	6.928	0.990	3.629	0.000	32.00
33	21.093	7.144	1.021	3.742	0.000	33.00
34	21.732	7.361	1.052	3.856	0.000	34.00
35	22.371	7.577	1.082	3.969	0.000	35.00
36	23.010	7.794	1.113	4.082	0.000	36.00
37	23.649	8.010	1.144	4.196	0.000	37.00
38	24.289	8.227	1.175	4.309	0.000	38.00
39	24.928	8.443	1.206	4.423	0.000	39.00
40	25.567	8.660	1.237	4.536	0.000	40.00
41	26.206	8.876	1.268	4.649	0.000	41.00
42	26.845	9.093	1.299	4.763	0.000	42.00
43	27.485	9.309	1.330	4.876	0.000	43.00
44	28.124	9.526	1.361	4.990	0.000	44.00
45	28.763	9.742	1.392	5.103	0.000	45.00
46	29.402	9.959	1.423	5.216	0.000	46.00
47	30.041	10.175	1.454	5.330	0.000	47.00
48	30.680	10.392	1.485	5.443	0.000	48.00
49	31.320	10.608	1.515	5.557	0.000	49.00
50	31.959	10.825	1.546	5.670	0.000	50.00
51	32.598	11.041	1.577	5.784	0.000	51.00
52	33.237	11.258	1.608	5.897	0.000	52.00
53	33.876	11.474	1.639	6.010	0.000	53.00
54	34.515	11.691	1.670	6.124	0.000	54.00
55	35.155	11.907	1.701	6.237	0.000	55.00
56	35.794	12.124	1.732	6.351	0.000	56.00
57	36.433	12.340	1.763	6.464	0.000	57.00
58	37.072	12.557	1.794	6.577	0.000	58.00
59	37.711	12.773	1.825	6.691	0.000	59.00
60	38.351	12.990	1.856	6.804	0.000	60.00
61	38.990	13.206	1.887	6.918	0.000	61.00
62	39.629	13.423	1.918	7.031	0.000	62.00
63	40.268	13.639	1.948	7.144	0.000	63.00
64	40.907	13.856	1.979	7.258	0.000	64.00
65	41.546	14.072	2.010	7.371	0.000	65.00
66	42.186	14.289	2.041	7.485	0.000	66.00
67	42.825	14.505	2.072	7.598	0.000	67.00
68	43.464	14.722	2.103	7.711	0.000	68.00
69	44.103	14.938	2.134	7.825	0.000	69.00
70	44.742	15.155	2.165	7.938	0.000	70.00
71	45.381	15.371	2.196	8.052	0.000	71.00
72	46.021	15.588	2.227	8.165	0.000	72.00
73	46.660	15.804	2.258	8.278	0.000	73.00
74	47.299	16.021	2.289	8.392	0.000	74.00
75	47.938	16.237	2.320	8.505	0.000	75.00
76	48.577	16.454	2.351	8.619	0.000	76.00
77	49.216	16.670	2.381	8.732	0.000	77.00
78	49.856	16.887	2.412	8.845	0.000	78.00
79	50.495	17.103	2.443	8.959	0.000	79.00
80	51.134	17.320	2.474	9.072	0.000	80.00
81	51.773	17.536	2.505	9.186	0.000	81.00
82	52.412	17.753	2.536	9.299	0.000	82.00
83	53.052	17.969	2.567	9.412	0.000	83.00
84	53.691	18.186	2.598	9.526	0.000	84.00
85	54.330	18.402	2.629	9.639	0.000	85.00
86	54.969	18.619	2.660	9.753	0.000	86.00
87	55.608	18.835	2.691	9.866	0.000	87.00
88	56.247	19.052	2.722	9.979	0.000	88.00
89	56.887	19.268	2.753	10.093	0.000	89.00
90	57.526	19.485	2.784	10.206	0.000	90.00
91	58.165	19.701	2.814	10.320	0.000	91.00

	Conservative	Liberal Democrat	Labour	Ind	Ungrouped	
	62	21	3	11	0	
92	58.804	19.918	2.845	10.433	0.000	92.00
93	59.443	20.134	2.876	10.546	0.000	93.00
94	60.082	20.351	2.907	10.660	0.000	94.00
95	60.722	20.567	2.938	10.773	0.000	95.00
96	61.361	20.784	2.969	10.887	0.000	96.00
97	62.000	21.000	3.000	11.000	0.000	97.00
98	62.639	21.216	3.031	11.113	0.000	98.00
99	63.278	21.433	3.062	11.227	0.000	99.00
100	63.918	21.649	3.093	11.340	0.000	100.00
101	64.557	21.866	3.124	11.454	0.000	101.00
102	65.196	22.082	3.155	11.567	0.000	102.00
103	65.835	22.299	3.186	11.680	0.000	103.00
104	66.474	22.515	3.216	11.794	0.000	104.00
105	67.113	22.732	3.247	11.907	0.000	105.00
106	67.753	22.948	3.278	12.021	0.000	106.00
107	68.392	23.165	3.309	12.134	0.000	107.00
108	69.031	23.381	3.340	12.247	0.000	108.00
109	69.670	23.598	3.371	12.361	0.000	109.00
110	70.309	23.814	3.402	12.474	0.000	110.00
111	70.948	24.031	3.433	12.588	0.000	111.00
112	71.588	24.247	3.464	12.701	0.000	112.00
113	72.227	24.464	3.495	12.814	0.000	113.00
114	72.866	24.680	3.526	12.928	0.000	114.00
115	73.505	24.897	3.557	13.041	0.000	115.00
116	74.144	25.113	3.588	13.155	0.000	116.00
117	74.784	25.330	3.619	13.268	0.000	117.00
118	75.423	25.546	3.649	13.381	0.000	118.00
119	76.062	25.763	3.680	13.495	0.000	119.00
120	76.701	25.979	3.711	13.608	0.000	120.00
121	77.340	26.196	3.742	13.722	0.000	121.00
122	77.979	26.412	3.773	13.835	0.000	122.00
123	78.619	26.629	3.804	13.948	0.000	123.00
124	79.258	26.845	3.835	14.062	0.000	124.00
125	79.897	27.062	3.866	14.175	0.000	125.00
126	80.536	27.278	3.897	14.289	0.000	126.00
127	81.175	27.495	3.928	14.402	0.000	127.00
128	81.814	27.711	3.959	14.515	0.000	128.00
129	82.454	27.928	3.990	14.629	0.000	129.00
130	83.093	28.144	4.021	14.742	0.000	130.00
131	83.732	28.361	4.052	14.856	0.000	131.00
132	84.371	28.577	4.082	14.969	0.000	132.00
133	85.010	28.794	4.113	15.082	0.000	133.00
134	85.649	29.010	4.144	15.196	0.000	134.00
135	86.289	29.227	4.175	15.309	0.000	135.00
136	86.928	29.443	4.206	15.423	0.000	136.00
137	87.567	29.660	4.237	15.536	0.000	137.00
138	88.206	29.876	4.268	15.649	0.000	138.00
139	88.845	30.093	4.299	15.763	0.000	139.00
140	89.485	30.309	4.330	15.876	0.000	140.00
141	90.124	30.526	4.361	15.990	0.000	141.00
142	90.763	30.742	4.392	16.103	0.000	142.00
143	91.402	30.959	4.423	16.216	0.000	143.00
144	92.041	31.175	4.454	16.330	0.000	144.00
145	92.680	31.392	4.485	16.443	0.000	145.00
146	93.320	31.608	4.515	16.557	0.000	146.00
147	93.959	31.825	4.546	16.670	0.000	147.00
148	94.598	32.041	4.577	16.784	0.000	148.00
149	95.237	32.258	4.608	16.897	0.000	149.00
150	95.876	32.474	4.639	17.010	0.000	150.00
151	96.515	32.691	4.670	17.124	0.000	151.00
152	97.155	32.907	4.701	17.237	0.000	152.00
153	97.794	33.124	4.732	17.351	0.000	153.00
154	98.433	33.340	4.763	17.464	0.000	154.00
155	99.072	33.557	4.794	17.577	0.000	155.00
156	99.711	33.773	4.825	17.691	0.000	156.00
157	100.351	33.990	4.856	17.804	0.000	157.00
158	100.990	34.206	4.887	17.918	0.000	158.00
159	101.629	34.423	4.918	18.031	0.000	159.00
160	102.268	34.639	4.948	18.144	0.000	160.00
161	102.907	34.856	4.979	18.258	0.000	161.00
162	103.546	35.072	5.010	18.371	0.000	162.00
163	104.186	35.289	5.041	18.485	0.000	163.00
164	104.825	35.505	5.072	18.598	0.000	164.00
165	105.464	35.722	5.103	18.711	0.000	165.00
166	106.103	35.938	5.134	18.825	0.000	166.00
167	106.742	36.155	5.165	18.938	0.000	167.00
168	107.381	36.371	5.196	19.052	0.000	168.00
169	108.021	36.588	5.227	19.165	0.000	169.00
170	108.660	36.804	5.258	19.278	0.000	170.00
171	109.299	37.021	5.289	19.392	0.000	171.00
172	109.938	37.237	5.320	19.505	0.000	172.00
173	110.577	37.454	5.351	19.619	0.000	173.00
174	111.216	37.670	5.381	19.732	0.000	174.00
175	111.856	37.887	5.412	19.845	0.000	175.00
176	112.495	38.103	5.443	19.959	0.000	176.00
177	113.134	38.320	5.474	20.072	0.000	177.00
178	113.773	38.536	5.505	20.186	0.000	178.00
179	114.412	38.753	5.536	20.299	0.000	179.00
180	115.052	38.969	5.567	20.412	0.000	180.00
181	115.691	39.186	5.598	20.526	0.000	181.00
182	116.330	39.402	5.629	20.639	0.000	182.00
183	116.969	39.619	5.660	20.753	0.000	183.00
184	117.608	39.835	5.691	20.866	0.000	184.00

SCHEDULE OF COMMITTEE PLACES

October 2020

Committee	Total Number of Places for Elected Members	Conservative Group Allocation (62 seats)	Liberal Democrat Group Allocation (21 seats)	Labour Group Allocation (3 seats)	Independent Group Allocation (11 seats)
Strategic Planning	11	6	4	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	6 (-1)	3	0	2 (+1)
Licensing	12	8	3	0	1
Electoral Review	10	6	2	1	1
Overview and Scrutiny Management	15	9	3	1	2
Children's Select	13	8	3	0	2
Environment Select	13	8	3	1	1
Health Select	13	8	3	0	2
Standards	11	7	2 (-1)	0	2 (+1)
Police and Crime Panel	7	4 (-1)	2 (+1)	0	1

Audit	11	7	2	1	1
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	0	1
TOTALS:	184	117 (-2) (117.608)	40 (39.835)	6 (5.691)	21(+2) (20.866)