

SUMMONS

Meeting: Council
Place: [Access the online meeting here](#)
Date: Tuesday 16 June 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 extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 and Protocol 13 of the Constitution](#).

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

PART I

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

1 **Election of Chairman 2020-21**

Nominations will be sought from those present at the meeting.

2 **Election of Vice Chairman 2020-21**

Nominations will be sought from those present at the meeting.

3 **Apologies**

To receive any apologies for the meeting.

4 **Minutes of the Previous Meeting** (*Pages 7 - 96*)

To confirm the minutes of the meeting held on 25 February 2020.

5 **Declarations of Interest**

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

6 **Announcements by the Chairman**

To receive any announcements through the Chair.

7 **Petitions**

7a) **Petitions Received**

No petitions have been received for this meeting.

7b) **Petitions Update** (*Pages 97 - 98*)

A report is attached on petitions received since the last meeting of council.

8 **Public Participation**

The Council welcomes contributions from members of the public. During the ongoing Covid-19 situation the Council is operating revised procedures.

[Guidance on how to access an online meeting.](#)

Statements

Members of the public who wish to submit a statement in relation to an item on this agenda should submit it to the officer named on this agenda **no later than 5pm on 12 June 2020.**

Those statements in accordance with the Constitution will be included in an agenda supplement. The Chairman will select 3 statements to be read aloud by officers at the meeting per agenda item.

Those statements should:

- State whom the statement is from (including if representing another person or organisation)
- State clearly the key points
- If read aloud, be readable in approximately 3 minutes

Questions

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than **5pm on 9 June 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 12 June 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.

ITEMS FOR COUNCIL

9 **Covid-19 Update and Financial Position** (*Pages 99 - 160*)

A report from the Chief Executive Officers.

10 **Allocation of Seats on Committee to Political Groups and Appointment of Committees** (*Pages 161 - 188*)

10a) Appointment of Committees and Review of Allocation of Seats on Committees to Political Groups

10b) Appointment of Councillors to Committees

10c) Appointment of Chairman and Vice- Chairmen of Committees

10d) Appointments to the Dorset and Wiltshire Fire and Rescue Authority

COUNCILLORS' MOTIONS

11 **Notices of Motion**

No notices of motion have been received for this meeting.

OTHER ITEMS OF BUSINESS

12 **Urgent Executive Decisions taken by Cabinet** (*Pages 189 - 192*)

Report by the Director of Corporate Services, on urgent decisions taken by Cabinet in the period 14 May 2019- 8 June 2020.

13 **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 on the minutes of their meetings, available [here](#) 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.

14 **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 2 June** in order to be guaranteed a written response.

Any question received after 5pm on 2 June and no later than 5pm four clear working days before the meeting, **Tuesday 9 June**, 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.

15 **Schedule of Council Meetings**

Council to note the forthcoming meetings of Council:

21 July 2020

8 September 2020 – Extraordinary Meeting

20 October 2020

23 February 2021

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 Officer
Wiltshire Council
Bythesea Road
Trowbridge
Wiltshire

Alistair Cunningham OBE
Chief Executive Officer
Wiltshire Council
Bythesea Road
Trowbridge
Wiltshire

Council

MINUTES OF THE COUNCIL MEETING HELD ON 25 FEBRUARY 2020 AT COUNCIL CHAMBER, COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.

Present:

Cllr James Sheppard (Chairman), Cllr Richard Gamble (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 Trevor Carbin, Cllr Pauline Church, Cllr Ernie Clark, Cllr Richard Clewer, Cllr Mark Connolly, Cllr Anna Cuthbert, Cllr Brian Dalton, Cllr Jane Davies, Cllr Andrew Davis, Cllr Matthew Dean, Cllr Tony Deane, Cllr Christopher Devine, 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 Howard Greenman, Cllr Mollie Groom, Cllr David Halik, Cllr Ross Henning, Cllr Mike Hewitt, Cllr Alan Hill, Cllr Sven Hocking, Cllr Nick Holder, Cllr Ruth Hopkinson, Cllr Atiquel Hoque, Cllr Jon Hubbard, Cllr Chris Hurst, Cllr Peter Hutton, Cllr Simon Jacobs, Cllr Tony Jackson, Cllr George Jeans, Cllr Bob Jones MBE, Cllr Johnny Kidney, 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 Andy Phillips, 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 Toby Sturgis, Cllr John Thomson, Cllr Ian Thorn, Cllr Jo Trigg, Cllr Tony Trotman, 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

1 Apologies

Apologies for absence were received from Councillors Clare Cape, Christine Crisp, Stewart Dobson, Bill Douglas, Jose Green, Russell Hawker, John Smale and John Walsh.

2 Minutes of Previous Meeting

The minutes of the meeting held on 26 November 2019 were presented for consideration and it was,

Resolved:

That the minutes of the Council meeting held on 26 November 2019 be approved and signed as a true and correct record, subject to the inclusion of Cllr Nick Holder as being present at the meeting.

3 **Declarations of Interest**

Councillor Brian Dalton declared a disclosable pecuniary interest in the Budget in relation to the housing revenue account as he held a garage tenancy with the Council. Councillor Dalton indicated that he would withdraw from the meeting when a separate vote would be taken on the housing revenue account details.

Councillor Johnny Kidney declared a disclosable pecuniary interest in Item No. 12 – Wiltshire Housing Site Allocations Plan and stated that he would withdraw from the meeting for the duration of that item.

4 **Announcements by the Chairman**

Through the Chair there were the following announcements:

1) **Events Attended by the Chairman from 26 November 2019 to 24 February 2020:**

Friday, 6 December, 2019	County of Wiltshire Carol Service, Christ Church, Swindon.
Tuesday, 10 December, 2019	Staff Carol Service, Monkton Park, Chippenham.
Monday, 16 December, 2019	Festive coffee morning, hosted by the Lord-Lieutenant of Wiltshire, Chairman's room.
Thursday, 19 December, 2019	Staff Carol Service, The Atrium, County Hall.
Thursday, 19 December, 2019	South Wilts Grammar School Carol Service, Salisbury Cathedral.
Monday, 27 January, 2020	Holocaust Memorial Day flag lowering ceremony, County Hall.
Thursday, 6 February, 2020	Wiltshire College and University Centre Apprenticeship Awards Ceremony, Civic Centre, Trowbridge.
Sunday, 9 February, 2020	Mayor of Calne's Civic Service, St. Mary's Church, Calne.
Wednesday, 12 February, 2020	High Sheriff's Great Bustard Drinks Reception, Showroom of Dick Lovatt Jaguar Landrover (Bath), Melksham. To celebrate the Great Bustard population reaching 100 in Wiltshire.

2) **Events Attended by the Vice-Chairman from 26 November 2019 to 24 February 2020:**

Tuesday, 3 December, 2019	Mothers' Union Annual Service, Salisbury Cathedral.
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Monday, 3 February, 2020	LGBT flag raising ceremony, County Hall.
Wednesday, 12 February, 2020	High Sheriff's Great Bustard Drinks Reception, Showroom of Dick Lovatt Jaguar Landrover (Bath), Melksham. To celebrate the Great Bustard population reaching 100 in Wiltshire.
Sunday, 16 February, 2020	Salisbury City Council Annual Charter Service.

3) New Year Honours

The Chairman announced that a number of Wiltshire residents had received national recognition in Her Majesty's New Year Honours' list in January as follows:

OBEs had been awarded to:

- Dr Norman Govan of Salisbury for Public Service.
- Alison Brenchley of Calne for services to Financial Services and Diversity.

MBEs had been awarded to:

- Elizabeth Beech of Warminster for services to Public Health.
- Ludwig Macauley of Coombe Bissett for voluntary service to the community & the Firefighters' Charity.

BEM's had been awarded to:

- John Parmitter of Malmesbury for services to the community in Lea.
- Jeanne Bush of Chippenham for services to the community in Chippenham.

4) Science, Technology, Engineering, Arts & Mathematics (STEAM) Fair

This event was being held in the Atrium, County Hall during the Council meeting and was to help inspire the next generation of innovators, creators and problem solvers. Pupils would have the opportunity to explore activities, stands and exhibits during the day.

5) Fairtrade Fortnight

This would be held for the next two weeks. Fairtrade Town organisations across the County would be promoting the Fairtrade organisation and wide range of food, beverages and products available in support of this cause.

6) Councillor Darren Henry

The Chairman noted that Darren Henry had resigned from the Council on 20 January 2020 following his recent election as Member of Parliament for

Broxtowe. A by-election for the Till and Wylve Valley Division would take place on 10 March 2020. On behalf of the Council the Chairman thanked Mr Henry for his service whilst a member of this Council since 2017 and wished him well in Parliament.

7) Councillor Jo Trigg

The Chairman welcomed Councillor Jo Trigg to the Council following her success in the Trowbridge Lambrook by-election on 28 November 2019.

8) Councillor Baroness Scott of Bybrook OBE

Reference was made to the resignation from Council of Baroness Scott of Bybrook OBE on 17 February 2020. Baroness Scott was elected to North Wiltshire District Council in 1995 and Wiltshire County Council in 1997. As leader of the County Council from 2003 she was instrumental in the establishment of the Unitary Council in 2009, of which she served as Leader until 9 July 2019. She was made a Life Peer in 2015.

The Chairman and several Members paid tribute to the extraordinary contributions made by Baroness Scott to public life and to Wiltshire in particular, and noted the continued contributions she would make as the incoming President of the National Association of Local Councils, in addition to other roles in the House of Lords and elsewhere. On behalf of the Council, the Chairman expressed his thanks and best wishes to Baroness Scott in the future.

A by-election for the By Brook Division would be held in due course.

9) Councillor Roy While

The Chairman regretfully announced the passing away of former Councillor Roy While, who represented Melksham Without South Division. Councillor While had a distinguished career in Local Government rising to be Chief Executive of West Wiltshire District Council and later as an Elected Member of that Authority before being elected to the new Unitary Authority in 2009, stepping down in the Summer of 2019. Members stood for a minute's silence.

10) Councillors Edward 'Ted' Draper and Patricia Spencer

The Chairman also noted the sad passing of Edward 'Ted' Draper who formerly represented the Chalk Valley Ward on Salisbury District Council, and also of Patricia Spencer, also formerly of Salisbury District Councillor.

5 Petitions Received

It was,

Resolved:

To note that no petitions had been received for presentation to the meeting.

6 **Petitions Update**

It was reported that since the last meeting five petitions had been received by the Council. Actions in response to those petitions as set out in the appendix to the report were noted.

Resolved:

That Council notes the petitions received and the actions taken.

7 **Public Participation**

A number of questions and statements by members of the public were received as follows:

- Chris Caswill had submitted a question about the senior leadership structure to which a response had been provided as set out in the Summons.
- Vicky Moore had submitted a question about climate emergency to which Councillor Clewer responded. A written response would be sent to Ms Moore, as attached to these minutes.
- Russell Hughes had submitted a question about recycled plastic to which Councillor Wayman responded. A written response would be sent to Mr Hughes, as attached to these minutes.
- Russell Hughes had submitted a question about energy suppliers to which Councillor Blair-Pilling responded. A written response would be sent to Mr Hughes, as attached to these minutes.
- Jo Ripley had submitted a question about green energy to which Councillor Blair-Pilling responded. A written response would be sent to Ms Ripley, as attached to these minutes.

Marie Hillcoat, Mike Birkin, Bill Jarvis, Valerie Jarvis and Gary Mantle all made statements regarding aspects of the climate change emergency.

Graham Hill made a statement about the Housing Site Allocations Plan.

Further questions and statements were received under the relevant agenda items.

8 **Treasury Management Strategy 2020/2021**

The Chairman invited the Cabinet Member for Finance and Procurement, Councillor Simon Jacobs, to present a report on the Treasury Management Strategy for 2020/2021.

Councillor Jacobs explained that the report, which had been endorsed by Cabinet on 4 February 2020, included:

- Prudential and Treasury Indicators for the next three years
- Debt management decisions required for 2020/2021 that did not feature within the Prudential or Treasury Indicators
- Minimum Revenue Provision Policy 2020/2021
- Annual Investment Strategy for 2020/2021

Councillor Jacobs proposed, seconded by Councillor Philip Whitehead, that the recommendations in the report be adopted.

Statements were then made received from members of the public. Christian Lange and Mel Moden made statements requesting that climate change be prioritised in Members' consideration of the Council's Financial Strategy and Core Policy.

Comments were then made on the proposals by Group Leaders as follows:

Councillor Philip Whitehead commended the Strategy and considered that it would enable better decision-making in the long term.

Councillor Ian Thorn considered that the Strategy would provide a clearer view on borrowing to address the climate emergency.

Councillor Ernie Clark supported the views expressed by Councillor Thorn.

Councillor Ricky Rogers welcomed the proposed Strategy and congratulated all those involved in drafting the proposals.

The Chairman then invited comments in debate.

Comments made in debate included that the proposals in the report were sensible and constructive, whilst recognising the Council was being urged to spend more on climate change issues. Councillor Christopher Devine considered that the proposals were sensible and constructive, whilst recognising that the Council was being urged to spend more on climate change. Other comments involved investment in towns as such as Trowbridge.

At the conclusion of debate, it was.

Resolved:

That Council:

- Adopt the Minimum Revenue Provision Policy (paragraph 32 – 34)**
- Adopt the Prudential and Treasury Indicators (paragraphs 24 – 31, 40 – 48 and Appendix A)**
- Adopt the Annual Investment Strategy (paragraph 77 onwards).**

- d) Delegate to the Director of Finance and Procurement the authority to vary the amount of borrowing and other long-term liabilities within the Treasury Indicators for the Authorised Limit and the Operational Boundary
- e) Authorise the Director of Finance and Procurement to agree the restructuring of existing long-term loans where savings are achievable or to enhance the long-term portfolio
- f) Agree that short term cash surpluses and deficits continue to be managed through temporary loans, deposits and money market funds
- g) Agree that any surplus cash balances not required to cover borrowing are placed in the most appropriate specified or non-specified investments, particularly where this is more cost effective than short term deposits and delegate to the Director of Finance and Procurement the authority to select such funds
- h) Adopt the Third-Party Loans Policy (paragraph 93 and Appendix F)

In accordance with the Constitution this was a recorded vote.

Votes for the motion (78)

Votes against the motion (2)

Votes in abstention (1)

Details of each vote are attached to the minutes.

9 **Wiltshire Council's Financial Plan Update 2020/21 and Medium Term Financial Strategy 2020/21- 2024/25**

The Chairman explained the various documents that had been circulated in connection with Council's consideration of this item, and the procedure for debate.

He then called upon Councillor Philip Whitehead, Leader of the Council, to present his budget speech.

Councillor Whitehead explained that Wiltshire Council in line with Central Government and other bodies was experiencing a time of sizable change especially during the last 12 months. Wiltshire had developed three wholly owned development companies in development, housing and energy which would generate significant sums of money needed elsewhere to help balance the Council's budget.

He explained that a new staffing structure at tier 1 had been introduced by removing the three executive director posts and replacing them with two chief executive officer posts, responsible for people and place. The reason for this was to introduce a more strategic role at the most senior staffing level, with the new chief executive officers emphasising working with towns, parishes and other partners.

Councillor Whitehead further explained that there were a number of important changes and challenges facing the Council including climate change,

developments on information technology, responsibility for the welfare of residents of Wiltshire and protecting the elderly and vulnerable, the demand for which were increasing. The lack of proposed amendments to the budget was also noted and he strongly urged all Members to support the most vulnerable and others by approving the budget.

The Chairman then invited Councillor Simon Jacobs, Cabinet Member for Finance and Procurement to present the Budget. He explained that there had been a wide approach in preparing the Budget and placed on record his thanks to Deborah Hindson, Interim Director of Finance and Procurement, and her team for all the detailed work they had undertaken.

Councillor Jacobs reported on the process that had been undertaken to consult on the Budget, which had been open and transparent. The proposals had been discussed in detail with the public, the Financial Planning Task Group and the Overview and Scrutiny Management Committee prior to its consideration by Cabinet and now Council.

He explained that the Council's strategic aims and priorities drove the medium-term financial planning process, with changes in resource allocation determined in accordance with policies and priorities of the Council's 2017-27 Business Plan. It was important to ensure a strong sustainable financial base during the current challenging times.

The key changes reflected the revised forecast for the increasing demand for care for the vulnerable, which included adults and children with complex care needs. He stated there was an urgent need for the Government to determine a new fairer funding settlement for councils. He stated that the Council was currently in a good position to set a strong Financial Plan for the years ahead. Councillor Jacobs therefore proposed the recommendations as set out in the report be adopted, this being seconded by Councillor Whitehead.

Questions and statements were then received from members of the public.

Harriet James asked a question about the climate change implications of the Council's Financial Plan Update 2020/21 relating to the Gasification Plant at Westbury to which Councillor Clewer responded. A written response would be sent to Ms James, as attached to these minutes. Ms James asked a supplementary question about the alternative use of such facilities elsewhere to which Councillor Clewer stated a response would be sent to Ms James by the officers.

Bill Jarvis asked a question about the possibility of increasing the Climate Team staff allowance with a request that there would be a reconsideration of the capital allowances to deliver carbon mitigation measures to which Councillor Jacobs responded. A written response would be sent to Mr Jarvis, as attached to these minutes.

Mr Jarvis asked a further question asking if the Council's Section 151 Officer would review the forward forecast, taking into account the need for significant

investment in the carbon mitigation measures needed for the County in the coming four years to which Councillor Jacobs responded. A written response would be sent to Mr Jarvis, as attached to these minutes.

After public statements Councillor Graham Wright, Chairman of the Overview & Scrutiny Management Committee noted and welcomed the proposals in the budget. He considered that the Executive's involvement with the Financial Planning Task Group was positive and he supported the recommendations.

Councillor Ian Thorn, as Chairman of the Financial Planning Task Group, thanked members of the Task Group for their contributions to the work of scrutinising the budget proposals.

The Chairman then invited the Group Leaders to comment on the budget as proposed.

Councillor Thorn, as Leader of the Liberal Democrat Group, noted the challenges contained in Councillor Whitehead's speech and considered that additional resources were needed to address carbon reduction at a faster rate. He considered that the medium-term financial plan required monitoring to ensure that savings were made. He acknowledged the uncertainty about Government funding but was not convinced that any change would make any appreciable difference in Wiltshire. He drew attention to the significant areas of deprivation in the County and the increasing needs of the elderly. He stated that the proposed Budget was uninspiring and complacent and therefore could not support the proposals.

Councillor Ricky Rogers, as leader of the Labour Group, stated that he would support the budget proposals. He noted that the council faced tough financial challenges, that culture change was essential in particular referring to temporary patching of potholes leading to greater costs in the long term, contrasted with family intervention work which had long term gains. He raised the issue of raising council house rents, and that these were almost in line with commercial rents.

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

Comments in support of the budget included that the transformation of the Families and Children service to prioritise more early intervention was stated to be both more effective and beneficial for reducing costs in the future. It was noted in some comments that many services the council provided were not statutorily required despite their importance, and the spend had to be carefully managed. It was stated that the budget supported ambitious efforts to address climate change, invested in housing, supported high street bid funds, and that as in previous years no libraries or leisure centres were being closed to support that programme.

Some comments were made that the challenges faced by the council were such that the budget should be supported, but that some of the comments from the Leader on those who opposed the budget had been unwise.

Comments in opposition to the budget included that the budget should have included further mitigation measures regarding climate change, which would otherwise lead to further increased costs in the future. There was criticism of previous efforts to address climate change and that some maintained services in relation to libraries were less than that previously offered

Other comments made included the costs of social care and other growth areas and the need to find £70m in other areas to meet requirements, the level of council tax increase, and the inadequate funding of special educational needs by central government.

Councillor Jacobs responded to comments raised during debate, stating that the £70m funding gap was prior to any changes arising from a fairing funding review and a review of social care and agreed central government needed to address this. He noted that 62p of every pound the council raised went towards looking after vulnerable adults and children, and it was in that context that the level of commitment to climate change measures needed to be considered. He also around approximately 25,000 residents would now be able to get council tax relief, recognising the difficulties for those on low earnings.

At the conclusion of debate, it was,

Resolved:

Vote 1

That Council:

- a. Agrees the budget for 2020/21;**
- b. Approves the growth and savings proposals summarised in the report to provide a net revenue budget for 2020/21 of £344.023 million;**
- c. Agrees to:**
 - i. Set the Council's total net expenditure budget for 2020/21 at £344.023 million;**
 - ii. Set a Council Tax increase of 1.99% and Social Care Levy increase of 2%;**
 - iii. Delegate changes in fees and charges as set out in Section 9;**
- d. Endorse the Medium-Term Financial Strategy and receive regular updates on delivery against strategy to Cabinet; and**
- e. Notes the budget gap of £69.527 million for MTFs period 2021/22 – 2024/25.**

Vote 2

That Council:

- iv. Set a 2.7% increase for social dwelling rents (CPI plus 1%);**
- v. Set the Housing Revenue Account (HRA) Budget for 2020/21 at £30.302 million expenditure; and**

vi. All service charges related to the HRA being increased to recover costs, capped at increase of £5 per week for those not on housing benefits and garage rents increased by 1.7% (CPI).

Councillor Dalton withdrew from the meeting for Vote 2.

In accordance with the Constitution this was a recorded vote.

Vote 1

Votes for the motion (59)

Votes against the motion (18)

Votes in abstention (1)

Vote 2

Votes for the motion (65)

Votes against the motion (12)

Votes in abstention (3)

Details of each vote are attached to the minutes.

10 **Capital Strategy and Programme**

The Chairman invited the Cabinet Member for Finance and Procurement, Councillor Simon Jacobs, to present a report on the Capital Strategy and Programme 2020/21 and projections to 2029/30.

The strategy set out the framework for resourcing priorities for capital investment, level and affordability of borrowing and risk appetite and aligned to the Treasury Management Strategy.

Approximately 900m was planned to be spent on assets and infrastructure over 10 years, and lists of approved schemes and potential schemes provided. Schemes were funded by capital receipts, borrowing or government grants. Examples included regeneration of the Maltings in Salisbury, highways maintenance, special schools, and council house building.

Councillor Jacobs proposed, seconded by Councillor Philip Whitehead, that the recommendations in the report be adopted.

Statements were then made received from members of the public. Adrian Temple-Brown made a statement regarding the council's strategies, carbon dioxide emissions and impacts of policies on growing the economy. A statement was read on behalf of Katherine Wade regarding the Climate Emergency and the council's reaction to it.

Comments were then made on the proposals by Group Leaders as follows:

Councillor Philip Whitehead stated the Council's Business Plan was in the process of being updated, but that the Capital Strategy Programme was about

setting objectives and priorities, and that specific projects would be delivered throughout the year.

Councillor Ian Thorn endorsed the public comments and documents needed to be clear on how proposals would assist in combating the Climate Emergency considered that the Strategy would provide a clearer view on borrowing to address the climate emergency.

The Chairman then invited comments in debate.

There was a comment that the council was not responding sufficiently to the climate emergency.

Councillor Jacobs described how the new Head of Carbon Reduction would be responsible for developing ideas to reduce Carbon emissions, but that the council was also ensuring a balanced budget whilst delivering its statutory services and balancing where they could implement reduction methods and proposals.

At the conclusion of debate, it was.

Resolved:

That Council:

- a) Adopts the Capital Strategy 2020/2021**
- b) Approves the Capital Programme 2020/2021-2029/2030**
- c) Adopts the non-financial investment indicators (paragraph 84)**

In accordance with the Constitution this was a recorded vote.

Votes for the motion (70)

Votes against the motion (5)

Votes in abstention (0)

Details of each vote are attached to the minutes.

11 **Council Tax Setting 2020/21**

The Chairman invited Councillor Simon Jacobs, Cabinet member for Finance, to present the report which detailed the various calculations in the prescribed format to enable Council to approve the council tax requirement for 2020/2021. The report had been updated in the Agenda Supplement. The 2% care levy in particular was noted, and that average town or parish council tax rises, set by town and parishes, was 9%.

Councillor Jacobs proposed, seconded by Councillor Philip Whitehead, that the recommendations in the report be adopted.

Statements were then made received from members of the public. Rachel Burge made a statement regarding the climate emergency and the budget and future budget preparations.

Comments were then made on the proposals by Group Leaders as follows:

Councillor Ernie Clark made a comment about whether central government should consider capping available increases for town and parish councils, and noted that the Fire Authority did not have the same ability to increase its part of the precept as the Police.

The Chairman then invited comments in debate.

There were comments on the devolution of assets and services to town and parish councils increasing their responsibilities, and that the rise in council tax was above the level of inflation, and whilst supported the pressure on households was increasing. There were also comments on being understanding in cases of council tax enforcement. In response it was stated the council worked with Citizens Advice to assist people who were in arrears on their council tax, and assistance offered to help people get out of trouble where possible.

Councillor Jacobs reemphasised that approximately 25000 were eligible for council tax relief.

At the conclusion of debate, it was.

Resolved:

1. **It be noted that on 10 December 2019 the Council calculated:**
 - (a) **the Council Tax Base 2020/2021 for the whole Wiltshire Council area as 187,935.69 [Item T in the formula in Section 31B(3) of the Local Government Finance Act 1992, as amended (the "Act")] and,**
 - (b) **for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix.**
2. **Calculate that the Council Tax requirement for the Council's own purposes for 2020/2021 (excluding parish precepts) is £284,722,570.**
3. **That the following amounts be calculated for the year 2020/2021 in accordance with Sections 31 to 36 of the Act:**
 - (a) **872,749,230 (Gross Revenue Expenditure including transfers to reserves, parish precepts and any collection fund deficit) being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils).**

- (b) 564,126,764 (Gross Revenue Income including transfers from reserves, General Government Grants and any collection fund surplus) being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- (c) £308,622,465 (Net Revenue Expenditure including parish precepts) being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31A(4) of the Act).
- (d) £1642.17 (Wiltshire Council band D tax plus average Town & Parish Councils Band D Council Tax) being the amount at 3(c) above (Item R), all divided by Item T (2 above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts), as shown below:

Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
1,094.78	1,277.24	1,459.71	1,642.17	2,007.10	2,372.02	2,736.95	3,282.34

- (e) £23,899,895.13 (Aggregate of Town & Parish Council Precepts) being the aggregate amount of all special items (Parish Precepts) referred to in Section 34(1) of the Act (as per the attached Appendix C).
- (f) £1,515.00 (band D Council Tax for Wiltshire Council purposes only) being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (2 above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates, as shown below:

Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
1,010.00	1,178.33	1,346.67	1,515.00	1,851.67	2,188.33	2,525.00	3,030.00

In accordance with the Constitution this was a recorded vote.

Votes for the motion (77)

Votes against the motion (1)

Votes in abstention (0)

Details of each vote are attached to the minutes.

12 **Pay Policy Statement**

The Chairman invited Councillor Richard Clewer, Cabinet Member for Corporate Services, to present the updated pay policy statement for 2020/2021. He noted the ratio between highest and lowest paid workers had narrowed.

Councillor Clewer proposed, seconded by the Councillor Stuart Wheeler, that the recommendations in the report be adopted.

A public statement was then received from Bonnie Jackson regarding climate change and no pay benefit in the policy statement to positively reduce the carbon footprint of employees.

There were no comments from Group Leaders.

There being no further debate from Members, Councillor Clewer noted that there were policies to support staff working from home and car charging points were at council hubs.

Resolved:

To approve the updated Pay Policy Statement set out in Appendix 1 of the report.

In accordance with the Constitution this was a recorded vote.

Votes for the motion (77)

Votes against the motion (0)

Votes in abstention (0)

Details of each vote are attached to the minutes.

13 **Wiltshire Housing Site Allocations Plan**

The Chairman invited the Cabinet Member for Spatial Planning, Development Management and Investment, Councillor Toby Sturgis, to present his report on the Wiltshire Housing Site Allocations Plan. He detailed the years of progression of the plan, noting policy papers and advice that had been received.

The purpose of the plan was to allocate sites for the delivery of Core Strategy housing requirements set by government, and review settlement boundaries. All

statutory consultations had taken place including additional ones for modifications to the plan. The Inspector had made additional suggested modifications which were then consulted upon as well. On 23 January 2020 the Inspector's report concluded that the plan was sound and met all requirements of national policy. The Council could therefore adopt the plan in full as modified by the Inspector, or not adopting it. If the plan were rejected the Council could not proceed to adoption, putting the Council at risk as there would be no sound plan in place.

Councillor Sturgis noted that objections had been received and considered by the Inspector but that all issues had been through the process and the Inspector had said it was a sound and compliant plan. Councillor Sturgis detailed the modifications including deletion of sites at Market Lavington and Crudwell, and inclusion of a small site in Salisbury. Criteria to be met through the development management process were included, and the settlement boundaries had been stated to be logical, justified and soundly based, consistent with plan objectives.

Councillor Sturgis also noted that it was possible the government would change the rules in relation to planning generally in the future. He also thanked officers for their work after many changes to government guidance and court judgements. It was noted that additional housing was still required and that the Inspector had stated these would be met with windfall sites.

Councillor Sturgis moved the proposals set out in the report, seconded by Councillor Bridget Wayman.

A statement was then received from a member of the public. Lou Barry made a statement regarding the natural resources of Wiltshire and carbon and other impacts of construction. A question was also received from Andrew Nicholson as detailed in the Agenda Supplement regarding £75m in grant funding from Homes England for a Chippenham Relief Road.

Councillor Sturgis clarified that land does not have to be allocated for development to be eligible for such grant funding, and the scheme proposed could deliver both transport and housing benefits and so was deemed worthy of the award. The drawing down of the grant would depend upon securing necessary permissions, including planning.

A statement was also received from Simon Tesler in relation to proposed development at Southwick Court, Trowbridge, and that he did not believe full consideration had been given to appropriate issues in relation to the site. Comments were then received from Group Leaders, as follows:

Councillor Philip Whitehead noted the proposal was the conclusion of a very lengthy process which had been through various examinations and consultations and that rejecting the plan would have negative impacts in respect of development.

Councillor Ian Thorn noted comments in relation to individual sites, and that any future local plans did need to consider climate considerations appropriately.

Councillor Ernie Clark stated he could not support the proposals as in his view the Council supported too much housing in the Trowbridge area for the infrastructure that existed in the area in terms of road, rail and other facilities. He noted in particular the allocation for site H2.3 had almost doubled.

The debate was then opened to Members.

Comments in support of the proposal included that if the plan, which had been worked on for many years, was not adopted, developers have much more freedom to develop wherever they would like, in far less appropriate places. Although there were issues in some areas, the negatives for not adopting the plan were considerable.

Comments in opposition to the proposal included noting the risks of not approving a plan, but some considering that too much had already been conceded to developers in relation to green spaces around time. It was accepted more housing was needed, but it was considered that there was sufficient land within towns to meet allocation needs. It was also noted that some very large sites which had permission or were available had not been developed. Other comments noted that housing targets were set by government, but that piecemeal development on the edge of towns might not be suitable, with doubts on predictions of traffic impacts, and that a new town might be a more appropriate solution. Public opposition to some edge of town development was noted. Comments were made that sites in some areas could not be supported given local concerns.

Other comments included noting government announcements to open up sustainable transport options in the county including possibly Wilton Parkway, and additional funds to improve roads including Harnham gyratory, as examples to improve infrastructure.

Councillor Sturgis responded to comments made during debate. He commented on delays on delivery of some existing sites, council communications, traffic improvements, the complexities of deliverability and viability for any new town proposal, and he noted that even with increases in some sites for instance in Trowbridge there was still a deficit in housing requirement which would be filled through windfall. He stated that those who were unhappy with some sites needed to press developers on their concerns to lobby for improved developments.
It was then,

Resolved:

That Council:

(i) Notes the content of the Inspector's 'Report on the Examination of the Wiltshire Site Allocations Plan' (Appendix 1) and his conclusions regarding legal compliance and soundness.

(ii) **Accepts the Main Modifications set out in the Appendix to the Inspector’s Report, which the Inspector considers are necessary to make the plan sound in accordance with legislation.**

(iii) **Agrees that additional minor modifications are made that arose during the examination or made in the interest of accuracy and consistency, as set out in Appendix 2.**

(iv) **Adopts the ‘Wiltshire Housing Site Allocations Plan Submission draft Plan (July 2018)’, as amended by the Main Modifications as set out at (ii) above and attached in Appendix 1 and additional minor modifications as set out in (iii) above and attached in Appendix 2, be adopted as part of the development plan for Wiltshire.**

(v) **Delegates authority to the Director of Economic Development and Planning in consultation with the Director of Legal, Electoral and Registration Services and the Cabinet Member for Spatial Planning, Development Management and Investment for: the Policies Map to be amended in line with the Main Modifications as identified in Appendix 1 and the settlement boundaries, as set out in Appendix A of the ‘Wiltshire Housing Site Allocations Plan Submission draft Plan (July 2018) and amended by the proposed changes made during the examination; and further minor textual changes to be made to the Wiltshire Housing Site Allocations Plan prior to publication in the interests of accuracy and consistency.**

(vi) **Agrees that the Director of Economic, Development and Planning in consultation with the Director for Legal, Electoral and Registration Services, and the Cabinet Member for Strategic Planning, Development Management and Investment, undertakes the final stages associated with the formal adoption and publication of the Wiltshire Site Allocations Plan.**

In accordance with the Constitution this was a recorded vote.

Votes for the motion (63)

Votes against the motion (12)

Votes in abstention (1)

Details of each vote are attached to the minutes.

14 Trowbridge Bat Mitigation Strategy Supplementary Planning Document

The Chairman invited the Cabinet Member for Spatial Planning, Development Management and Investment, Councillor Toby Sturgis, to present his report on the Trowbridge Bat Mitigation Strategy Supplementary Planning Document. The strategy was necessary as a result of increased requirements in relation to habitat assessment.

It was noted that the area around Trowbridge was home 14 of the 18 native species of bats in the UK, and delivery of further planned growth in the area

depended on protection of the bat population. The mitigation strategy followed the preparation process set out in legislation for supplementary planning documentation including consultation, and the Inspector agreed the strategy was prepared in a robust manner. Revisions to certain table was set out in the report.

Councillor Sturgis moved the proposals set out in the report, seconded by Councillor Bridget Wayman.

A statement was then received from a member of the public. Lou Barry made a statement suggesting there were scientific doubts that the mitigation strategy could protect the bat population adequately and development should not take place.

A statement was received from John Cox, stating that the West Wiltshire District Scouts had been seeking to undertake a significant tree planting project and had submitted a business case to the Council which would develop woodland to meet the aims of the bat mitigation strategy in a more cost-effective way, but that the report did not mention this proposal.

Comments were then received from Group Leaders, as follows:

Councillor Philip Whitehead stated officers would discuss options with Scouts to see what might be possible to work together. He emphasised that the document was a strategy and detail would be included in operational documents as necessary. He also noted that bat habitats included the movement of bats not just nesting sites, and difficulties where this crossed the A350.

Councillor Ian Thorn welcomed the strategy as good for the county and would support the proposal.

Councillor Ernie Clark stated some strategy was better than none, but that potential flaws needed to be investigated.

Councillor Ian McLennan on behalf of the Labour Group, supported the proposal.

The debate was then opened to Members.

Comments included that the strategy would have a significant ecological impact and much needed, as some stated bat activity appeared to have reduced in recent years.

Other comments included that they key would be implementation of the strategy, and detailed mitigation plans would be needed for any development in the area, with some concerns that developers had not always made mitigation plans in a timely manner. It was also suggested further support of green areas on the edge of town could have assisted the strategy, but were included in the Housing Sites Allocation Plan. There were also comments that there was a

need to protect insect populations to support bats, with reference of pesticide use.

Councillor Sturgis responded to comments made during debate, including noting that a report would be produced when the strategy implementation was looked at by the Environment Select Committee.

It was then,

Resolved:

That Council

(i) Notes the response to the consultation on the draft Trowbridge Bat Mitigation Strategy Supplementary Planning Document (the TBMS) set out in the Consultation Statement at Appendix 1.

(ii) Endorses the amended TBMS as set out in Appendix 2.

(iii) Adopts the amended TBMS as a Supplementary Planning Document.

(iv) Agrees that the Director for Economic Development and Planning in consultation with the Director for Legal, Electoral and Registration Services and the Cabinet Member for Spatial Planning, Development Management and Investment, undertakes the final stages associated with the formal adoption and publication of the TBMS, including any minor textual changes in the interests of clarity and accuracy.

In accordance with the Constitution this was a recorded vote.

Votes for the motion (67)

Votes against the motion (0)

Votes in abstention (0)

Details of each vote are attached to the minutes.

15 Senior Leadership Structure & Designation of Statutory Officer Posts

The Chairman invited the Leader of the Council, Councillor Philip Whitehead, to present his report on the changes to the Senior Leadership Structure and Designation of Statutory Officers.

Councillor Whitehead noted that as a result of the reorganisation of senior management statutory roles were required to be reallocated to the new positions, and these were set out in the report.

Councillor Whitehead moved the proposals set out in the report, seconded by Councillor Laura Mayes.

Statements were then received from members of the public. Mel Moden delivered a statement on senior officer appointments relating to waste

management, risk management and others in the context of responding to the climate emergency.

No comments were received in debate, and it was then,

Resolved:

That Council:

- a) **Approve the designation of statutory functions as follows:**
 - i. **Director of Children’s Services (DCS) to the newly created post of Director of Children’s Services**
 - ii. **Returning Officer (RO) and Electoral Registration Officer (ERO) to the Chief Executive Officer – People**
- b) **Note the appointment of an interim Director of Adult Social Services (DASS) pending further review of where this will sit in the structure by the Chief Executive Officers**
- c) **Note that 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. **Head of Paid Service with the post of Director of Human Resources and Organisational Development**
 - iii. **Monitoring Officer with the post of Director of Legal, Electoral and Registration**
 - iv. **Section 151 with the post of Director of Finance and Procurement**
- d) **Authorise the Monitoring Officer to make any consequential changes to the Constitution arising from the designation of the statutory functions outlined above.**

In accordance with the Constitution this was a recorded vote.

Votes for the motion (62)

Votes against the motion (0)

Votes in abstention (0)

Details of each vote are attached to the minutes.

16

Notices of Motion

16a) Notice of Motion - EU Citizens are welcome here

At the invitation of the Chairman Councillor Brian Mathew, seconded by Councillor Ian Thorn, moved and presented his motion entitled ‘EU Citizens are welcome here’. The motion was concerned with communicating to and with EU citizens regarding the EU Settlement Scheme and proactively encouraging them to sign up, referencing concerns raised with him by some of his

constituents. He noted efforts which had already been undertaken to advertise the scheme but suggested additional or further measures should be taken to maximise take up of the scheme. He asked Members to support the motion to demonstrate the Council's support for the contributions of EU citizens to the county, and their encouragement for those who had not already signed up to the scheme to do so.

Councillor Philip Whitehead, Leader of the Council, responded to the motion. He stated he was very happy to support the motion, although he noted that many measures had been taken to communicate with EU citizens, and significant numbers had registered. He stated any additional measures that would further assist the message would be welcomed. He also noted that whilst the motion was specifically in relation to the EU Settlement Scheme, he hoped that Wiltshire would be a welcoming place for those from any other places who wished to make their lives in the county.

Following a vote, it was agreed that Council debate the motion.

Comments were then received from Group Leaders as follows:

Councillor Ian Thorn supported the motion, and emphasised it was important to support EU citizens at the time, and hoped the communication methods already employed could be expanded further to advance the message

Councillor Ernie Clark supported the motion, and endorsed comments about welcoming those from beyond the EU as well.

Councillor Ian McLennan on behalf of the Labour Group, supported the preceding comments.

Members then debated the motion.

Comments included that as much outreach as possible was needed to ensure everyone was aware of the settlement scheme, and there was support for making a gesture to demonstrate the Council's support of its EU citizens, alongside advancing the communication of the Scheme. The support for citizens from other countries through military and other connections was noted, and some comments considered the motion could be expanded to be clear on support for all residents, but it was stated that the motion was in relation to the EU Settlement Scheme specifically, and did not indicate a lack of support for any other residents or particularism to another group, but was to ensure communication of that government scheme, which applied to a specific group whose arrangements were being affected by the process to leave the EU, was appropriately notified.

Other comments included noting the impact of social media on discussion of these issues, and the need for action to back up the supportive words at the meeting.

Responding to comments in debate, Councillor Mathew thanked the words in support of the motion including from the Leader.

It was then,

Resolved:

To support the motion as set out below

Introduction

EU citizens resident in Wiltshire of whom there are in excess of 7,500 registered to vote, make an invaluable contribution to the life of our County and Country including our businesses, the delivery of our public services, and to wider public life, estimated in purely financial Terms at £17.25 Million per year*. They are very welcome here and should be encouraged to stay

***https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/741926/Final_EEA_report.PDF**

Proposal

That Wiltshire Council investigates and initiates further and enhanced communication with EU residents living in Wiltshire stating that they are welcome, acknowledging and congratulating the 8,590 that have already signed up and encouraging those who have not yet done so to stay, by applying for settlement or pre-settlement status and setting out how they can do that by going to www.gov.uk/settled-status-eu-citizens-families.

In accordance with the Constitution this was a recorded vote.

Votes for the motion (56)

Votes against the motion (1)

Votes in abstention (6)

Details of each vote are attached to the minutes.

17 Notice of Motion - Herbicides

At the invitation of the Chairman Councillor Ian Thorn, seconded by Councillor Ruth Hopkinson, moved and presented his motion entitled 'Herbicides'. The motion would be a measure in support of the environment in a sustainable and ecological way. He stated the motion did not seek a definite ban on glyphosate-based herbicides immediately but that a timetable to ensure alternatives was appropriate and beneficial.

Councillor Bridget Wayman, Cabinet Member for Highways, Transport and Waste, responded to the motion. She stated that alternative herbicide methods were in operation and there was a recognition to move away from wholesale glyphosate treatments, and that in many cases weeds were physically removed from pavements, verges and other areas, as well as other methodologies. It was intended to purchase a tractor to enhance the physical removal service.

However, she also stated that weed control was a service delegated to a number of local councils, who were best placed to decide the best methods within the legally allowed applications permitted, placing barriers to local provision and priorities. The council's contractor ID Verde was trialling different weed removal opportunities and the Council would continue to review these, however glyphosate weed control remained an important tool in controlling urban weed growth. Although the Council minimised use of chemicals, which were more finely used, and future contracts would allow further engagement with the private sector to bring forward new and innovative weed control technologies, but there were occasions and some weeds that were very difficult to remove without use of glyphosate.

Following a vote, it was agreed that Council debate the motion.

Comments were then received from Group Leaders as follows:

Councillor Philip Whitehead noted that alternative methods of weed removal had bigger impacts regarding CO2 emissions and noted the comments of the Cabinet Member on minimising of glyphosate usage. It was legal and the most effective solution in some cases, and was much more sparingly used. He therefore proposed an amendment to the motion as he felt it was not yet possible to set a timetable for the end of its usage, although he supported the intention to do so when possible. The proposed amendment was as follows:

This Council calls on the administration to set out a plan that will actively consider alternatives and ~~[insert]continually consider the possibility to end [end insert]a timetable for the end of the use of glyphosate-based herbicides~~

The movers of the motion, Councillors Thorn and Hopkinson, accepted the amendment, which became the substantive motion.

Councillor McLennan, on behalf of the Labour Group, supported the motion as achieving some progress on the issue.

The substantive motion was then debated by Members. Clarity was sought on whether the wording of the proposal would affect farmers, and it was confirmed that the proposal in the context of the overall motion clarified it related to highways and related amenity land. Other comments included details on the licensing of glyphosate in the future.

It was then,

Resolved:

To support the motion as follows:

Introduction

Wiltshire Council controls weeds on its rural verges by flailing and pulling. Urban shrub beds and certain amenity areas are strimmed to

control weed growth. The Sparkle Gangs and Parish Stewards all undertake manual weed removal.

The Council uses pavement and road sweepers to manually remove weeds. The council has purchased two weed rippers this year to enhance that service.

It also uses a glyphosate-based herbicide which is increasingly associated with several forms of cancer. It has been banned or restricted in many countries including France, Denmark and The Netherlands. Many UK local authorities are seeking ways to phase out the use of glyphosate-based herbicides. Others have voted to totally phase out its use.

Proposal

This Council calls on the administration to set out a plan that will actively consider alternatives and continually consider the possibility to end the use of glyphosate-based herbicides

In accordance with the Constitution this was a recorded vote.

Votes for the motion (58)

Votes against the motion (2)

Votes in abstention (2)

Details of each vote are attached to the minutes.

18 Announcements from Cabinet and Committees

No announcements were received in relation to Cabinet and Committees.

19 Appointment to the Local Pension Board

At the invitation of the Chairman the Cabinet Member for Finance and Procurement, Councillor Simon Jacobs, presented his report. The proposal was to appoint two new Members to the Pension Board, moved by Councillor Jacobs and seconded by Councillor Philip Whitehead.

A statement was received by Adrian Temple-Brown relating to Pension Fund investments.

During period for debate, the role of the Pension Board was clarified and that the Pensions Fund Committee was responsible for the strategy on investment. It was stated environmental issues were discussed by the Pension Fund when making decisions.

It was then,

Resolved:

That Council appoints:

- a) **Paul Smith to the Local Pension Board for a four-year term as an Employer Member Representative.**
- b) **Mark Spilsbury to the Local Pension Board for a four-year term as Independent Chairman.**

20 **Membership of Committees and Review of Allocation to Political Groups**

A report was received on changes to allocations of committee places to political groups.

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

Resolved:

- 1) **To note the report and the legal requirements.**
- 2) **To confirm the aggregate number and the draft scheme of committee places available to members of the Council as set out in Appendix B.**
- 3) **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.**
- 4) **In accordance with Part 3 of the Constitution, to ratify the appointment of Councillor Jo Trigg to Trowbridge Area Board.**

And to make the following committee place changes:

That Councillor Jon Hubbard be removed from the Children's Select Committee and Overview and Scrutiny Management Committee as a Liberal Democrat allocation, and added to those committees as an Independent allocation.

That Councillor Sue Evans be removed from the Children's Select Committee.

That Councillor Stuart Wheeler be removed from the Overview and Scrutiny Management Committee.

That Councillor Jo Trigg be added as a member of Children Select Committee, the Overview and Scrutiny Management Committee, and as a substitute member on Audit Committee, Staffing Policy Committee, and Officer Appointments Committee.

21 **Members' Questions**

Questions from Members were received as detailed in the Agenda Supplement. 9 non-operation questions were received. Questions were received as ordered in the supplement. Details would be attached to the minutes.

Question 20-01

A written response was provided by the Cabinet Member. Councillor Ian Thorn as a supplementary when a Liberal Democrat of Chair of a Select Committee or Task Group were quoted in a council press release. Councillor Allison Bucknell stated a written response would be provided.

Question 20-07

A written response was provided.

Question 20-10

A written response was provided.

Question 20-13

A verbal response was provided by Councillor Bridget Wayman. There was no supplementary.

Question 20-02

A written response was provided. Councillor Ian Thorn asked a supplementary on further details of what he considered to have been an inaccurate infographic regarding the General Election results in Wiltshire. Councillor Allison Bucknell responded with media comments regarding inaccurate party leaflets, and stated that the graphic referenced did not indicate what Councillor Thorn believed.

Question 20-08

A written response was provided. Councillor Job Hubbard asked a supplementary whether on any tender that goes forward on the matter the Cabinet Member would consider subsidised bus services which provided a vital link for people travelling to and from work. Councillor Bridget Wayman stated she would consider that information.

Question 20-03

A written response was provided. Councillor Ian Thorn asked a supplementary on whether council communications to be advertised during election periods, referenced as 'propaganda campaigns', could be shared with other groups or scrutiny. Councillor Bucknell objected to the use of the word propaganda and stated that communication campaigns were not run through scrutiny, and that the Council would continue to tell the public what the Council was up to, to encourage visitors and residents.

Question 20-04

A written response was provided. Councillor Ian Thorn asked a supplementary question about whether drafted comments for inclusion in the business plan at the last meeting would form part of the redrafting of the Business Plan. Councillor Philip Whitehead stated that there would be a complete section on

climate change, and be a part of the summary, but that comments would not be word for word.

Question 20-09

A written response was provided.

(Duration of meeting: 10:30 – 1330 14:20 – 17:30)

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

Wiltshire Council

Council

25 February 2020

From Councillor Ian Thorn, Calne Central

**To Councillor Allison Bucknell - Cabinet Member for Communications,
Communities, Leisure and Libraries**

Question (20-1)

When was the last time an opposition member featured in a Wiltshire Council press release or social media communication?

Response

The following press releases feature members of the Council who are not part of the current administration:

9 October 2019 – Cllr John Walsh – New parkour facility in Salisbury

<http://www.wiltshire.gov.uk/news/articles/parkour-fans-jump-for-joy-as-exciting-new-sports-facility-opens-in-salisbury> -

26 July 2019 – Cllr Graham Wright – Wiltshire Council to be carbon neutral by 2030

http://www.wiltshire.gov.uk/news/articles/council-pledge-to-be-carbon-neutral?fbclid=IwAR1fPIx2TA70eBkQ8TE-TJMbd0ui4yL_bj8d2iMY9Dds0-41TI_TbqgZ7PgJ
-

24 June 2019 – Cllr John Walsh – AFD flag raising

<http://www.wiltshire.gov.uk/news/articles/armed-forces-day-flag-raised-across-the-uk-as-salisbury-prepares-for-weekend-of-national-event-celebrations> -

25 June 2018 – Cllr George Jeans – New homes in Mere

<http://www.wiltshire.gov.uk/news/articles/home-sweet-home-for-new-residents> -

5 June 2018 – Cllr Graham Wright – New homes in Durrington

<http://www.wiltshire.gov.uk/news/articles/new-rural-homes-for-older-residents-officially-opened> -

Press releases are sent out in accordance with the framework set out in the Media Relations Protocol in Protocol 7 of the Council's Constitution:

<https://cms.wiltshire.gov.uk/documents/s94451/CURRENTProtocol07MediaRelations.docx.pdf>

All press releases give contact details for the spokesperson from the political parties. It is up to the press whether or not they speak to other elected members of the Council.

Wiltshire Council

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25 February 2020

From Councillor Jon Hubbard – Melksham South

To Councillor Bridget Wayman – Cabinet Member for Highways, Transport and Waste

Question i)

With the closure of Cleveland Bridge in Bath to vehicles weighing in excess of 18 tonnes and the subsequent diversion of this traffic onto the A350 what steps have been taken to measure and monitor the levels of air pollution in the communities affected by the significant increase in heavy vehicles, specifically in and around the Melksham Community Area?

Response

Levels of Nitrogen Dioxide (NO₂) are being monitored using passive diffusion tubes in a number of locations along the A350 both in the Melksham and Westbury areas. This ongoing monitoring will assist the council to assess any impact from the introduction of the 18 tonne weight restriction on the Cleveland Bridge in Bath.

Question ii)

Is the Cabinet Member aware that members of the administration in Bath and North East Somerset council are campaigning for the closure to heavy traffic of the Cleveland Bridge to be made permanent? Does she support this campaign?

Response

Yes, I am aware of the campaign by some members of the Liberal Democrat administration in Bath for the permanent closure of Cleveland Bridge to heavy traffic. Of course, I do not support this campaign. It would mean that the banned vehicles would be diverted through Wiltshire. Wiltshire Council has not been consulted about this and I have written to the Leader of BaNES seeking a written assurance that it is not her intention to use the bridge reconstruction as a stepping stone towards a permanent weight restriction, and confirmation that the petition is a rogue exercise that does not have her Council's support. I know our Leader is meeting the Leader of BaNES to discuss this further.

As you know, Wiltshire Council has received funding to develop the business case for the Melksham bypass which will help alleviate congestion and pollution through Melksham, but the construction of the bypass is some years away. There is also the issue of Westbury and the A350 through the centre and I do not want to see any increase in HGVs through Westbury that might be due to a permanent closure of Cleveland Bridge. BaNES has a duty to cooperate with neighbouring authorities on highway matters, hence our desire to open discussions rather than be dictated to by a petition organised by a BaNES councillor looking at an issue from their narrow perspective.

Wiltshire Council

Council

25 February 2020

From Councillor Edward Kirk – Trowbridge Adcroft

To Councillor Richard Clewer – Deputy Leader and Cabinet Member for Corporate Services, Heritage, Arts, Tourism, Housing, Climate Change and Military-Civilian Integration

Question (20-10)

Trowbridge Town Council has both a substantial debt with the Public Works Loan Board of £5.6 million (more than any other Town or Parish in the Country), and an annual cost for staff salaries, pension and NI of £1.7 million. The Trowbridge Town Council Precept in 2019/20 was set at £153.98 for a band D property, while neighbouring villages, like Hilperton have a Precept of only £14.28.

The new approved housing developments in Trowbridge will regrettably remove much of the green space between our Town and Villages (Hilperton, Southwick, North Bradley and West Ashton). Therefore, as we are now all joining together and sharing services in becoming part of a larger district of Trowbridge, we should also share the cost and have a combined Trowbridge & District Precept of £124.49 (Band D). Please can the Cabinet Member confirm how this fairer funding principle can be achieved?

Response

Parish and Town Councils have responsibility for setting their own precept and would need to consider the level of precept annually. This would then come into effect from 1 April each year.

If Parish and Town Councils wished to share the cost of services and a combined Trowbridge and District Precept they would have to consider a community governance review, the terms of reference which should include consideration of boundaries of existing parishes.

Wiltshire Council

Council

25 February 2020

**From Councillor Brian Mathew – Box and Colerne and Councillor Pat Aves –
Melksham North**

**To Councillor Bridget Wayman – Cabinet Member for Highways, Transport and
Waste and Councillor Toby Sturgis**

Question (20-13)

Given that Wiltshire Council has responded to the four parts of our question on Ash-dieback with four identical responses referring to

Officers “working on a Policy for dealing with ash-dieback and an initial draft is under discussion. The issues raised in the above questions are all under consideration, we will provide an update once this is finalised”.

Will Wiltshire Council produce a firm timeline for the production of both the initial draft and policy on Ash-dieback, and that complete, direct and relevant answers on the four specific points raised in our original written question form part of the finalised policy, and that we are kept informed throughout the process?

Response

The council is in the process of drafting a Green Infrastructure Strategy which should be adopted as policy before the end of 2020. This strategy will inform the development of a woodland strategy and tree planting policy which will be in place for the tree planting season next year. With regard to the Ash die back, this policy will be in place for the first half of the year and we will keep you informed.

Wiltshire Council

Council

25 February 2020

From Councillor Ian Thorn, Calne Central

**To Councillor Allison Bucknell - Cabinet Member for Communications,
Communities, Leisure and Libraries**

Question (20-2)

Wiltshire Council produced an inaccurate bar in an infographic (showing Labour with more votes across Wiltshire than the Lib Dems) following the General Election that appeared on social media. Why did this happen and what was done to correct it?

Response

The infographic was produced to demonstrate the success of the council's communications campaign to promote the General Election. The information included related to social media statistics and support given to the media. The colours were added to support the colourful nature of the infographic not to represent votes cast during the General Election. Therefore, as the infographic was not incorrect it was not deemed necessary to amend it.

Wiltshire Council

Council

25 February 2020

From Councillor Jon Hubbard – Melksham South

To Councillor Bridget Wayman – Cabinet Member for Highways, Transport and Waste

Question (20-8)

I'm sure that the Cabinet Member will share the disappointment of all residents in the Melksham area at the decision by First Group to cease the important D3 bus service providing a vital link between Melksham and Bath.

I note that Council has been reminded on numerous occasions that the proceeds received by the council from its car parking income are used to subsidise the provision of busses for the local community.

Could the Cabinet Member reassure me that the subsidised evening and Sunday service on the D3 route will be continued and a new tender issued?

Response

Tenders are currently with suppliers and we will determine what we can afford to support when they are returned and evaluated. The daytime services will be picked up by Faresaver on a commercial basis, so there should be little disruption to the travelling public. Any changes to the bus timetable will be communicated in good time to the passengers in partnership with the provider.

Wiltshire Council

Council

25 February 2020

From Councillor Ian Thorn, Calne Central

**To Councillor Allison Bucknell - Cabinet Member for Communications,
Communities, Leisure and Libraries**

Question (20-3)

During the six month period leading to the 2017 local elections Wiltshire Council produced a series of propaganda posters which appeared on Wiltshire Council property and cost Wiltshire tax payers £10,000. Is Wiltshire Council proposing a similar advertising campaign in the lead in to the 2021 local elections?

Response

Wiltshire Council regularly runs campaigns to promote council services and to highlight that Wiltshire is a great place to live and work.

To refer to this as “propaganda” does the work of our Council and our Communications team a disservice.

Specifically, the posters referred to were produced as part of the Get Involved campaign, which began in December 2016. This campaign was intended to encourage residents to engage with our services, whether that be volunteering, taking the Big Pledge, reporting a pothole or applying for a community grant. The campaign covered a wide range of service areas and was targeted to promote stronger communities, as part of the council’s business plan.

All campaigns in the lead up to the 2021 elections will, as always, be consistent with guidance on publicity in the pre-election period.

Wiltshire Council

Council

25 February 2020

From Councillor Ian Thorn, Calne Central

**To Councillor Philip Whitehead – Leader of the Council and Cabinet Member
for Economic Development**

Question (20-4)

At the last full council meeting a motion was presented amending the opening paragraphs of Wiltshire Council's business plan to reflect our commitment to a climate emergency. It was agreed that you would receive the amended document and pass it through the overview and scrutiny process. Any news?

Response

At the last full council, I proposed that we would update the introduction to the business plan but more importantly we would include both a section on Climate change and a section on our Stone Circle companies within the plan. As I said at the time, I expect these to come through to Overview and Scrutiny and any other relevant committees at the start of the new financial year for the authority.

Wiltshire Council

Council

25 February 2020

From Councillor Ian Thorn – Calne Central

To Councillor Bridget Wayman – Cabinet Member for Highways, Transport and Waste

Question (20-9)

Wiltshire Council has received £600k to support rural transport. Can you inform me of how this funding will be spent and that £600k won't be taken from the budget and spent elsewhere?

Response

As part of the governments recognition that the bus plays a pivotal role in reducing commuter traffic, reducing social isolation and supports the climate change agenda, it has, as part of a suite of funding, made available £671k for Wiltshire Council to enhance elements of its existing bus service network. We will be submitting our statement of intent, before the 13th March deadline, which will also be available on the website from the same date, but I can confirm this money will be spent on public transport. Town and Parish Councils will be consulted asking for suggestions that can be considered for enhancements to bus services in their area.

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Wiltshire Council

Council

25 February 2020

Item 14 – Senior Leadership Structure

From Chris Caswill

To Councillor Philip Whitehead, Leader of the Council

Question (20-01)

Given that the Council has recognised the Climate Emergency, and the seriousness of the crisis we face, why do none of the officers listed in the Senior Leadership Structure have any identified responsibilities for prioritising and addressing the climate emergency in Wiltshire?

Response

The structure chart circulated outlines roles with designated statutory responsibilities and Council are being asked to approve where changes to the designation are now proposed. The responsibility for the Climate Emergency is not a statutory responsibility but is one the Council are committed to. We are currently taking steps to recruit a Head of Carbon Reduction and this role will report to the Director of Economic Development & Planning. The Head of Carbon Reduction will lead the Council's approach to meeting the challenges of transitioning to carbon neutrality.

Item 8 – Wiltshire Council Financial Plan Update 2020/21

From Harriet James (Wiltshire Gasification Action Group)

To Councillors Richard Clewer, Deputy Leader and Cabinet Member for Corporate Services, Heritage, Arts, Tourism, Housing, Climate Change and Military-Civilian Integration and Toby Sturgis, Spatial Planning, Development Management and Investment

Question (20-02)

The question relates to para. 86 (climate change implications) of Wiltshire Council's Financial Plan Update 2020/21 which is on the agenda

In 2018 Wiltshire Council granted planning permission for a waste gasification plant in Westbury. Northacre Renewable Energy's planning application states that the facility would emit 31.79 tonnes of gross carbon dioxide equivalent (CO₂e) an hour. This would amount to more than 4.5 million tonnes of gross CO₂e over the 20-year life of the plant.

- 1) How has the potential climate change impact of these carbon emissions been assessed as part of Wiltshire Council's Carbon Reduction Plan and have the Council independently verified Northacre Renewable Energy's figures?
- 2) What percentage of Wiltshire county's total annual gross CO₂e emissions would be emitted by the gasification plant?

The Westbury Gasification Action Group ask that Wiltshire Council redetermine the viability of outsourcing Wiltshire's waste to the gasification plant in light of its climate change implications.

Response

A verbal response was provided at the meeting

- 1) The council has committed to producing a carbon reduction plan by the end of 2020. As the ATT (Advanced Thermal Treatment) facility has not yet been built any emissions do not feature in the carbon baseline for the county. This would be adjusted at the time the plant is constructed.
The 2019 planning permission for the ATT facility is subject to a condition requiring the applicant to demonstrate that it will result in an overall reduction in carbon emissions. The condition further requires the facility to thereafter be operated using the technology referred to in the demonstration, and “.... continue to achieve a reduction in carbon emissions”. The condition was

imposed to achieve consistency with another ATT facility allowed by a Planning Inspector following an appeal in Swindon.

Prior to the planning permission being granted, and notwithstanding the condition referred to above, the applicant was requested to provide data relating to CO₂ emissions in both 'with' and 'without' ATT scenarios. Referring to the Sustainable Energy Strategy (SES) for the earlier planning application, in the 'with' scenario the applicant calculated emission of CO₂ of 31.79 tonnes/hr. In the 'without' scenario the applicant calculated emission of CO₂ of 48.6 tonnes/hr, (calculations were undertaken in accordance with ISO14064-1). The 'headline' figures in these calculations are as follows –

'With' scenario –

- +31.79 tonnes/hour direct CO₂ emissions from the facility

CO₂ savings due to the facility ('Without' scenario) –

- -36.19 tonnes/hour CO₂ landfill gas avoidance through processing at the facility
- -1.97 tonnes/hour CO₂ from metal recyclates recovered, thus avoiding replacement via primary smelting
- -10.22 tonnes/hour CO₂ through grid electricity displacement
- -0.22 tonnes / hour CO₂ through reduction in HGV movements

TOTAL = -16.82 tonnes / hour CO₂ (i.e. negative CO₂)

Which equates to:

-126,133 tonnes / year CO₂
-2,522,653 tonnes / 20 year lifetime CO₂

[The CO₂ saving figures do not take account of the increased efficiencies of the final approved ATT facility, and so the SES sells itself slightly short in terms of the savings this facility will actually make].

The condition referred to above effectively requires the verification / confirmation of the SES calculations for the approved ATT facility.

- 2) The percentage would be calculated dependent on the baseline at the time the plant is built and would be net of any carbon savings that arise as a consequence of its construction.

The council does not have a contract to deliver waste to the ATT plant. If the plant is built and successfully commissioned the council would deliver the solid recovered fuel produced from the mechanical biological treatment plant on the neighbouring site to the ATT.

Wiltshire Council

Council

25 February 2020

From Vicky Moore

To Councillor Richard Clewer, Deputy Leader and Cabinet Member for Corporate Services, Heritage, Arts, Tourism, Housing, Climate Change and Military-Civilian Integration.

Question (20-03)

A year ago today Wiltshire Council declared a Climate Emergency and committed to an ambitious target of reaching carbon neutrality by 2030. This was welcome news to many environmental groups and individuals but to date there has been little in the way of published progress reports to show the Council's action on this urgent matter.

Other councils such as Bristol City Council have now completed a gap analysis to meet their target. A gap analysis looks at the baseline carbon emissions of an area, considering them by sector, such as energy, transport and so on. Then it looks at the predicted level of carbon emissions in 2030 if no action is taken other than what is already planned. It calculates the gap between the existing trajectory and what is required in order to reach carbon neutrality.

This information is used to work out what action needs to be taken, looking again at each sector in turn. It looks at tangible, practical elements, for example in the case of energy, how many new renewable energy systems will be required, how many people will need to be employed to install them. This then allows you to consider questions such as how much of the workforce will need to be re-trained, how long will this take, etc. When you start thinking about all these elements, ten years is a very short time frame so huge steps need to be taken immediately for us to get anywhere close to the 2030 requirement! Failure to do this does not bear thinking about.

Bristol City Council have used their gap analysis to create a Climate Emergency Action Plan and are now putting it into place.

Has Wiltshire Council completed a gap analysis to meet their target of zero carbon by 2030? If this has been completed, when will the report be published? If not, can you confirm when this essential work will be undertaken? Because not doing this will almost certainly lead to insufficient action

Response

A verbal response was provided at the meeting

Full Council considered a progress report at its meeting held on 26 November 2019
https://cms.wiltshire.gov.uk/documents/s171195/Update_Report.pdf

As set out in the report, the council has done some initial work on its carbon baseline. Data comes from SCATTER which is a very urban centric tool and we are struggling to translate that into detailed emissions for a rural county. We are not waiting on a baseline to start work and have progressed with investments in changing our street lighting to LED lights and plans to improve the energy efficiency of council buildings and to install renewable energy where possible. We are also looking at sites for solar generation on park and ride sites.

The council has identified that the sub-sectors of on-road transport and residential buildings are the sources of the highest levels of emissions within the county. Work has already commenced on the development of the council's fourth Local Transport Plan and the review of the Local Plan, both of which will incorporate policies in support of carbon reduction.

The budget proposals to be considered at Full Council include a growth item of £350,000 for the recruitment of specialists to new roles at the council and to procure work on, amongst other issues, ensuring our baseline and gap analysis are robust.

The council is currently advertising for a new Head of Carbon Reduction who will lead on this work for the council.

Wiltshire Council

Council

25 February 2020

From Russell Hughes

To Councillor Bridget Wayman- Cabinet Member for Highways, Transport and Waste.

Question (20-04)

How much recycled plastic (from Wiltshire) is being put into landfill, and what are the environmental and monetary costs of this?

Response

A verbal response was provided at the meeting

Very little, if any, of the plastics that we collect for recycling either through the kerbside recycling service, or via the council's network of ten household recycling centres, is sent to landfill for disposal and Wiltshire Council does not incur any direct costs associated with this.

Wiltshire Council collects plastic bottles, pots, tubs and trays at the kerbside, along with cardboard and drinks and food cartons. This mixed recyclate is currently delivered to a material recycling facility at Porte Marsh Industrial Estate, Calne. The facility is operated by Hills Waste Solutions Ltd, and also receives plastic bottles collected separately from mixed plastics at the Lower Compton and Purton household recycling centres. These two household recycling centres are also operated by Hills under contract to the council.

The mix of kerbside collected materials from the blue-lidded bins is sorted at the Porte Marsh site using a combination of optical separators and compressed air jets, as well as manual sorting by picking staff. The plant is designed to separate the input materials into recyclable product types, with all "target" materials being separated and baled, before being transported to reprocessors, most of whom are in the UK. A proportion of rejected "non-target" waste materials are separated from the input material as part of this sorting process. This rejected material will include non-target items such as black plastic food trays, plastic films, carrier bags, alongside all manner of general waste items that should not have been placed in the blue-lidded bins for recycling. This rejected material is sent to the Lakeside Energy from Waste facility in Slough and is therefore used for energy recovery rather than landfill. Between April 2019 and January 2020, almost 11,000 tonnes of materials have been received, with 2,765 tonnes (25%) being rejected as being non-target material, and therefore material that we would be unable to recycle.

Mixed plastics are also collected from the Hills' operated household recycling centres at Lower Compton and Purton and are delivered to their Lower Compton materials recycling facility where they are bulked up and sent for further reprocessing. Whilst there is a small amount of reject material reported from the Lower Compton facility,

this would comprise non-target materials, i.e. general waste. This rejected “non-target” material is sent to the adjoining landfill facility for disposal. The Lower Compton facility received 15,449 tonnes of material for recycling between April 2019 and January 2020. Only 189 tonnes (1.2%) of this was mixed plastics from the two Hills household recycling centres. The total amount of material rejected from the material received by the facility and landfilled was 201 tonnes (1.3%). The majority of this reject tonnage comprises non-recyclable waste, and whilst it is not possible to isolate how much of this reject tonnage might include forms of plastic, it is considered to be very low indeed. The contractor is responsible for the costs of disposing of reject materials.

Given that plastic is inherently lightweight compared with the other materials managed at this facility, and the fact that non-target materials are removed from the items being sorted for recycling, it is unlikely that the weight of plastic that might be consigned to landfill as part of the rejected material would be more than 0.5 tonne between April 2019 and January 2020. At the current landfill tax rate this would see the contractor due to pay £45.68 in landfill tax.

Mixed plastics collected from the eight council-owned household recycling centres, operated under contract by FCC Environment, are delivered to Grist Environmental in Devizes where the material is shredded and baled before being sent on for further reprocessing. No reject materials from this initial process are reported to the council, with the product sold on as a lower value mixed grade. Recipient reprocessors would undertake further washing and polymer separation, before the plastic is flaked or granulated to enable it to be used as a secondary raw material in the production of new items. 1,022 tonnes of mixed plastics were collected at the eight council-owned household recycling centres between April 2019 and January 2020.

The council will be improving its kerbside recycling service from March this year, making it easier for residents to recycle by enabling them to place more materials in their blue-lidded bins, including many that are currently collected using the black box. After the changes are implemented only glass will continue to be collected using the black box, and the following materials will be collected using the blue-lidded bin:

- Plastic bottles, pots, tubs and trays
- Paper and cardboard, including shredded paper
- Drinks cans, food tins, aerosols and aluminium foil
- Food and drinks cartons

Hills have constructed a new material recycling facility at their Sands Farm in Calne. This new highly automated facility will be able to better separate the new mix of materials to be collected for recycling at the kerbside after the service changes and will ensure the necessary material quality is achieved so that the different material streams can be sold on for reprocessing.

The new collection service will be supported by a communications campaign aimed at informing service users of the materials that should be placed into their recycling bins, and reminding them of the materials that we are unable to collect for recycling.

Wiltshire Council

Council

25 February 2020

From Russell Hughes

To Councillor Ian Blair-Pilling- Cabinet Member for IT, Digitalisation and Operational Assets

Question (20-05)

What energy supplier is the council using, and has it considered using green energy suppliers?

Response

A verbal response was provided at the meeting

The council's energy supply contract is made with a Public Sector Energy broker, West Mercia Energy (WME), who in turn have the contract with Total Gas and Power for all the council's corporate gas and electric supplies. WME carry out the tender process for an energy supplier for all of the organisations on their books and all of the suppliers in the market, including green energy suppliers, are able to bid for the opportunity.

From April 2020 the council is moving onto a green energy tariff for all electricity supplies.

Wiltshire Council

Council

25 February 2020

From Jo Ripley

To Councillor Ian Blair-Pilling- Cabinet Member for IT, Digitalisation and Operational Assets

Question (20-06)

Will Wiltshire Council ensure that, when they make the change to a green energy provider, that it is truly green? I.e. not such as Haven Power, whose energy comes from Drax Power Station, the world's biggest burner of wood for electricity (with much of the wood coming from clear-felling of biodiverse wetland forests in the US) and the UK's single largest carbon emitter.

Response

A verbal response was provided at the meeting

The council will be moving to a green tariff within its current contract with West Mercia Energy and provided by Total Gas and Power from 1st April 2020.

This 'Pure Green' tariff comes from 100% renewable sources (wind, solar, hydro/wave).

Wiltshire Council

Council

25 February 2020

Item 8 – Medium Term Financial Strategy

From Bill Jarvis

To Councillor Simon Jacobs- Cabinet Member for Finance and Procurement

Question (20-07)

Your Medium Term Finance Strategy is required to look forward 4 years prudently at likely income and expenditure. At present in your MTFS, Section 6, you've made a £350k allowance for the "Climate Change Team" in 2020-21. Apparently, this is for staff.

As it's only for one year, I assume that this staff allowance is for consultancy. The average rate for this type of consultancy is probably between £500 and £750 per day. This equates to a team of, at maximum, 2 people, completely inadequate to develop the solutions needed. Other Councils have made significantly more and bigger teams available, up to £1m and 10 staff in some instances.

Also, you've only budgeted for one year. Are you assuming that all work on climate change will cease at the end of this financial year? I'm impressed with your optimism.

Surely your Section 151 Officer has to take a different view?

A prudent approach, building up expenditure over the next 4 years to a reasonable estimate of requirements, would avoid the need for a sudden jump. This could be part funded from, say, removing commitments to new highway schemes which only add to our carbon problems.

The estimate could be adjusted as plans develop to align with the likely costs of delivering the many elements for a carbon neutral and environmentally positive county. Underspend in the early years could be added to reserves, drawn when needed. Again, following other Councils lead.

Carbon and environmental mitigation will reduce costs and create income. Receipts from such could be ongoing well past the need for capital expenditure. A short term investment with long term income, perfectly in line with local government accounting needs.

Please can you therefore:

- i) Confirm that you will increase the Climate Team staff allowance to at least 10 people and that this staff commitment will carry forward for at least the next 5 years?
- ii) Confirm that you will reconsider the capital allowances and make prudent provision in your MTFS to deliver the carbon mitigation measures that will properly address your 2019 commitment?

Response to Qs 20-07 and 20-08

A verbal response was provided at the meeting

The budget includes £0.35m for on-going growth in staff costs for a new climate change team. It is not one off. – it is £1.75 over five years. It is for permanent staff members not consultants.

The Head of Service post has already been advertised and will be responsible for developing a comprehensive carbon reduction strategy whilst promoting climate change decisions. They will be working alongside communities, groups and individuals as well as engaging with local businesses to explore opportunities afforded by carbon reduction and to promote the council's policies, plans and strategies in climate change. This will inform our future approach and needs including numbers of staff and future years budget proposals

The council has acknowledged a climate emergency and is seeking to make the county of Wiltshire carbon neutral by 2030 it already delivers carbon mitigation measures. Investment required for capital projects will be considered on a case by case basis, continuing the work that the council has undertaken to date. This includes the £12m to convert our street lighting to LED lights and the proposals for £5.2m investment in energy efficiency measures and renewable energy and the £3.5m for canopy based solar panels which were agreed by full Council at its meeting on 26 November.

Part of our ongoing commitment to the carbon reduction work will be reviewing what else we can do across both capital and revenue. However, for there to be significant investment in one area of activity, then there will have to be less investment in another. The need for ongoing investment in carbon reduction measures in the coming four years will be taken forward by the new carbon reduction team. However, there is not an infinite resource and it is up to Members as part of our financial strategy where resources are spent – not the council's s151 officer.

Wiltshire Council

Council

25 February 2020

Item 8 – Medium Term Financial Strategy

From Bill Jarvis

To Councillor Simon Jacobs- Cabinet Member for Finance and Procurement

Question (20-08)

Are you able to confirm that your Section 151 officer will review the forward forecast, taking into account the need for significant investment in the carbon mitigation measures needed for the county in the coming 4 years?

The response to this question is a verbal response included with the response to question (20-07).

Wiltshire Council

Council

25 February 2020

Item 12 – Wiltshire Housing Site Allocations

From Andrew Nicolson

To Councillor Toby Sturgis - Cabinet Member Spatial Planning, Development Management and Investment

Question (20-09)

As the Housing Allocations do not include the land that would be unlocked for development by the proposed Chippenham North-East-South Relief Road, why has the Council asked for £75Million from Homes England to build the road?

Response

A verbal response was provided at the meeting.

Land does not have to be allocated for development in the development to be eligible for a development grant, and in the case of the proposed Future Chippenham Access or Distributor road specifically a Housing Infrastructure Fund (HIF) Grant. The scheme proposed could deliver both transport and housing benefits and as such was deemed worthy of the award of the HIF Grant of £75m. The drawing down and defraying of the HIF Grant will be dependent on securing, the necessary permissions, including planning.

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25/02/2020

11:47:02

Voting 2/2 - subject 1 - 25/02/2020 11:46:57

TREASURY MANAGEMENT STRATEGY



Confirmation presences: 84

Yes	: 78
No	: 2
Abstained	: 1

25/02/2020

11:47:08

Voting 2/2 - subject 1 - 25/02/2020 11:46:57

Confirmation presences: 84

Yes	: 78
Cllr Alan Hill (C)	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Bryant (LD)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Andy Phillips (Ind)	: 1
Cllr Anna Cuthbert (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquil Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bob Jones MBE (LD)	: 1
Cllr Brian Dalton (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Carole King (LD)	: 1
Cllr Chris Hurst (LD)	: 1
Cllr Christopher Devine (Ind)	: 1
Cllr Christopher Newbury (C)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Edward Kirk (C)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr George Jeans (Ind)	: 1
Cllr Gordon King (LD)	: 1
Cllr Graham Wright (Ind)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian McLennan (Lab)	: 1
Cllr Ian Thorn (LD)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr Jane Davies (C)	: 1
Cllr Jerry Kunkler (C)	: 1
Cllr Jim Lynch (LD)	: 1
Cllr Jo Trigg (LD)	: 1
Cllr John Thomson (C)	: 1
Cllr Johnny Kidney (C)	: 1
Cllr Jon Hubbard (Ind)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Leo Randall (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Matthew Dean (Ind)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Nick Fogg MBE (Ind)	: 1
Cllr Nick Holder (CON)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Paul Oatway QPM (C)	: 1
Cllr Pauline Church (C)	: 1
Cllr Peter Evans (C)	: 1
Cllr Peter Fuller (C)	: 1
Cllr Peter Hutton (C)	: 1
Cllr Philip Alford (C)	: 1
Cllr Philip Whalley (C)	: 1

25/02/2020

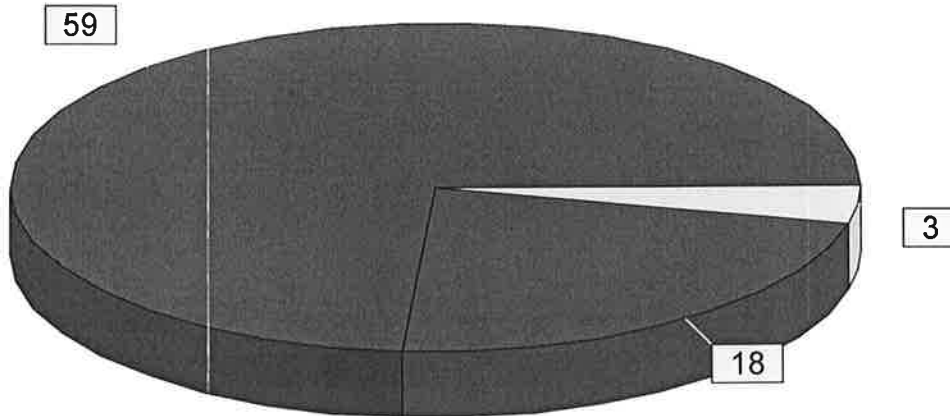
11:47:08

Voting 2/2 - subject 1 - 25/02/2020 11:46:57

Cllr Philip Whitehead (C)	: 1
Cllr Pip Ridout (C)	: 1
Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Ricky Rogers (Lab)	: 1
Cllr Robert Yuill (C)	: 1
Cllr Ross Henning (LD)	: 1
Cllr Ruth Hopkinson (LD)	: 1
Cllr Sarah Gibson (LD)	: 1
Cllr Simon Jacobs (C)	: 1
Cllr Stephen Oldrieve (LD)	: 1
Cllr Stewart Palmen (LD)	: 1
Cllr Stuart Wheeler (C)	: 1
Cllr Sue Evans (C)	: 1
Cllr Suzanne Wickham (CON)	: 1
Cllr Sven Hocking (C)	: 1
Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
Cllr Tony Deane (C)	: 1
Cllr Tony Jackson (C)	: 1
Cllr Tony Trotman (C)	: 1
No	: 2
Cllr Ernie Clark (Ind)	: 1
Cllr Trevor Carbin (LD)	: 1
Abstained	: 1
Cllr Nick Murry (Ind)	: 1

25/02/2020
13:27:11
Voting 3/3 - subject 1 - 25/02/2020 13:27:07

BUDGET VOTE 1



Confirmation presences: 83

Yes	: 59
No	: 18
Abstained	: 3

25/02/2020

13:27:18

Voting 3/3 - subject 1 - 25/02/2020 13:27:07

Confirmation presences: 83

Yes	: 59
Cllr Alan Hill (C)	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Andy Phillips (Ind)	: 1
Cllr Anna Cuthbert (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquil Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Christopher Devine (Ind)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Edward Kirk (C)	: 1
Cllr Ernie Clark (Ind)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr George Jeans (Ind)	: 1
Cllr Graham Wright (Ind)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian McLennan (Lab)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr Jane Davies (C)	: 1
Cllr Jerry Kunkler (C)	: 1
Cllr John Thomson (C)	: 1
Cllr Johnny Kidney (C)	: 1
Cllr Jon Hubbard (Ind)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Leo Randall (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Matthew Dean (Ind)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Nick Holder (CON)	: 1
Cllr Paul Oatway QPM (C)	: 1
Cllr Pauline Church (C)	: 1
Cllr Peter Evans (C)	: 1
Cllr Peter Fuller (C)	: 1
Cllr Peter Hutton (C)	: 1
Cllr Philip Alford (C)	: 1
Cllr Philip Whalley (C)	: 1
Cllr Philip Whitehead (C)	: 1
Cllr Pip Ridout (C)	: 1
Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Ricky Rogers (Lab)	: 1
Cllr Robert Yuill (C)	: 1
Cllr Simon Jacobs (C)	: 1
Cllr Stuart Wheeler (C)	: 1
Cllr Sue Evans (C)	: 1
Cllr Suzanne Wickham (CON)	: 1
Cllr Sven Hocking (C)	: 1
Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
Cllr Tony Deane (C)	: 1

25/02/2020

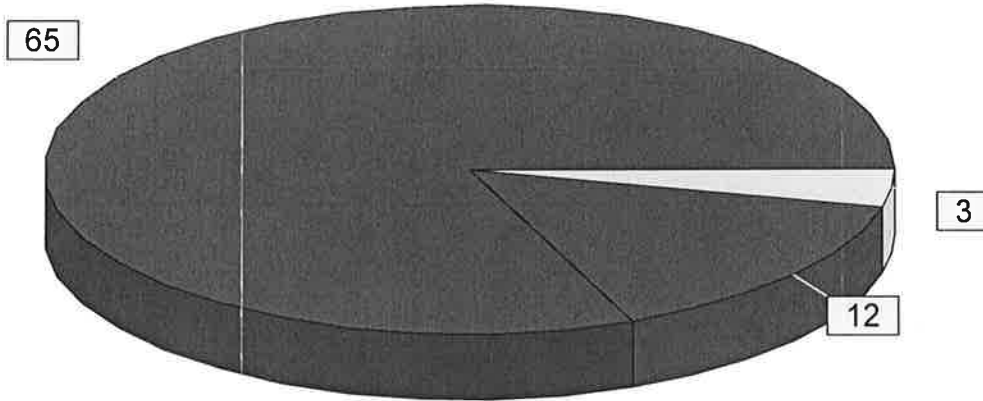
13:27:18

Voting 3/3 - subject 1 - 25/02/2020 13:27:07

Cllr Tony Jackson (C)	: 1
Cllr Tony Trotman (C)	: 1
No	: 18
Cllr Andrew Bryant (LD)	: 1
Cllr Bob Jones MBE (LD)	: 1
Cllr Brian Dalton (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Carole King (LD)	: 1
Cllr Chris Hurst (LD)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr Gordon King (LD)	: 1
Cllr Ian Thorn (LD)	: 1
Cllr Jim Lynch (LD)	: 1
Cllr Jo Trigg (LD) (null)	: 1
Cllr Nick Murry (Ind)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Ross Henning (LD)	: 1
Cllr Ruth Hopkinson (LD)	: 1
Cllr Stephen Oldrieve (LD)	: 1
Cllr Stewart Palmen (LD)	: 1
Cllr Trevor Carbin (LD)	: 1
Abstained	: 3
Cllr Mark Connolly (C)	: 1
Cllr Nick Fogg MBE (Ind)	: 1
Cllr Sarah Gibson (LD)	: 1

25/02/2020
13:28:21
Voting 4/4 - subject 1 - 25/02/2020 13:28:18

BUDGET VOTE 2



Confirmation presences: 83

Yes	: 65
No	: 12
Abstained	: 3

25/02/2020

13:28:28

Voting 4/4 - subject 1 - 25/02/2020 13:28:18

Confirmation presences: 83

Yes	: 65
Cllr Alan Hill (C)	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Bryant (LD)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Andy Phillips (Ind)	: 1
Cllr Anna Cuthbert (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquil Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Carole King (LD)	: 1
Cllr Christopher Devine (Ind)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Edward Kirk (C)	: 1
Cllr Ernie Clark (Ind)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Gordon King (LD)	: 1
Cllr Graham Wright (Ind)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr Jane Davies (C)	: 1
Cllr Jerry Kunkler (C)	: 1
Cllr Jim Lynch (LD)	: 1
Cllr John Thomson (C)	: 1
Cllr Johnny Kidney (C)	: 1
Cllr Jon Hubbard (Ind)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Leo Randall (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Matthew Dean (Ind)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Mollie Groom (C)	: 1
Cllr Nick Holder (CON)	: 1
Cllr Nick Murry (Ind)	: 1
Cllr Paul Oatway QPM (C)	: 1
Cllr Pauline Church (C)	: 1
Cllr Peter Evans (C)	: 1
Cllr Peter Fuller (C)	: 1
Cllr Peter Hutton (C)	: 1
Cllr Philip Alford (C)	: 1
Cllr Philip Whalley (C)	: 1
Cllr Philip Whitehead (C)	: 1
Cllr Pip Ridout (C)	: 1
Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Robert Yuill (C)	: 1
Cllr Sarah Gibson (LD)	: 1
Cllr Simon Jacobs (C)	: 1
Cllr Stewart Palmen (LD)	: 1
Cllr Stuart Wheeler (C)	: 1

25/02/2020

13:28:28

Voting 4/4 - subject 1 - 25/02/2020 13:28:18

Cllr Sue Evans (C)	: 1
Cllr Suzanne Wickham (CON)	: 1
Cllr Sven Hocking (C)	: 1
Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
Cllr Tony Deane (C)	: 1
Cllr Tony Jackson (C)	: 1
Cllr Tony Trotman (C)	: 1

No : 12

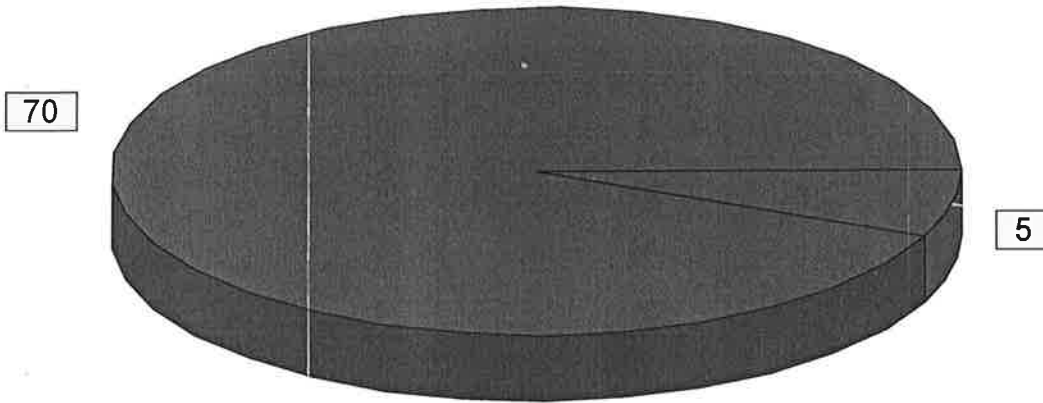
Cllr Bob Jones MBE (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Chris Hurst (LD)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr Ian McLennan (Lab)	: 1
Cllr Ian Thorn (LD)	: 1
Cllr Jo Trigg (LD) (null)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Ross Henning (LD)	: 1
Cllr Ruth Hopkinson (LD)	: 1
Cllr Stephen Oldrieve (LD)	: 1
Cllr Trevor Carbin (LD)	: 1

Abstained : 3

Cllr George Jeans (Ind)	: 1
Cllr Nick Fogg MBE (Ind)	: 1
Cllr Ricky Rogers (Lab)	: 1

25/02/2020
14:45:38
Voting 5/5 - subject 1 - 25/02/2020 14:45:34

CAPITAL STRATEGY



Confirmation presences: 81

Yes	: 70
No	: 5
Abstained	: 0

25/02/2020

14:45:46

Voting 5/5 - subject 1 - 25/02/2020 14:45:34

Confirmation presences: 81

Yes	: 70
Cllr Alan Hill (C)	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Bryant (LD)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Andy Phillips (Ind)	: 1
Cllr Anna Cuthbert (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquil Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bob Jones MBE (LD)	: 1
Cllr Brian Dalton (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Carole King (LD)	: 1
Cllr Chris Hurst (LD)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Edward Kirk (C)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr George Jeans (Ind)	: 1
Cllr Gordon King (LD)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian McLennan (Lab)	: 1
Cllr Ian Thorn (LD)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr Jane Davies (C)	: 1
Cllr Jerry Kunkler (C)	: 1
Cllr Jo Trigg (LD) (null)	: 1
Cllr John Thomson (C)	: 1
Cllr Johnny Kidney (C)	: 1
Cllr Jon Hubbard (Ind)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Leo Randall (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Mollie Groom (C)	: 1
Cllr Nick Fogg MBE (Ind)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Paul Oatway QPM (C)	: 1
Cllr Pauline Church (C)	: 1
Cllr Peter Evans (C)	: 1
Cllr Peter Fuller (C)	: 1
Cllr Peter Hutton (C)	: 1
Cllr Philip Alford (C)	: 1
Cllr Philip Whalley (C)	: 1
Cllr Philip Whitehead (C)	: 1
Cllr Pip Ridout (C)	: 1
Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Ricky Rogers (Lab)	: 1

25/02/2020

14:45:46

Voting 5/5 - subject 1 - 25/02/2020 14:45:34

Cllr Robert Yuill (C)	: 1
Cllr Ruth Hopkinson (LD)	: 1
Cllr Simon Jacobs (C)	: 1
Cllr Stephen Oldrieve (LD)	: 1
Cllr Stewart Palmen (LD)	: 1
Cllr Stuart Wheeler (C)	: 1
Cllr Sue Evans (C)	: 1
Cllr Suzanne Wickham (CON)	: 1
Cllr Sven Hocking (C)	: 1
Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
Cllr Tony Deane (C)	: 1
Cllr Tony Trotman (C)	: 1

No : 5

Cllr Ernie Clark (Ind)	: 1
Cllr Graham Wright (Ind)	: 1
Cllr Jim Lynch (LD)	: 1
Cllr Nick Murry (Ind)	: 1
Cllr Trevor Carbin (LD)	: 1

Abstained : 0

25/02/2020
15:08:11
Voting 6/6 - subject 1 - 25/02/2020 15:08:07

COUNCIL TAX



Confirmation presences: 81

Yes	: 77
No	: 1
Abstained	: 0

25/02/2020

15:08:19

Voting 6/6 - subject 1 - 25/02/2020 15:08:07

Confirmation presences: 81

Yes	: 77
Cllr Alan Hill (C)	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Bryant (LD) Cllr	: 1
Andrew Davis (C)	: 1
Cllr Andy Phillips (Ind)	: 1
Cllr Anna Cuthbert (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquil Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bob Jones MBE (LD) Cllr	: 1
Brian Dalton (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C) Cllr	: 1
Carole King (LD)	: 1
Cllr Chris Hurst (LD)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Edward Kirk (C)	: 1
Cllr Ernie Clark (Ind)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr George Jeans (Ind) Cllr	: 1
Gordon King (LD)	: 1
Cllr Graham Wright (Ind) Cllr	: 1
Horace Prickett (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian McLennan (Lab) Cllr	: 1
Ian Thorn (LD)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr Jane Davies (C)	: 1
Cllr Jerry Kunkler (C)	: 1
Cllr Jim Lynch (LD)	: 1
Cllr Jo Trigg (LD) (null)	: 1
Cllr John Thomson (C)	: 1
Cllr Johnny Kidney (C)	: 1
Cllr Jon Hubbard (Ind)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Leo Randall (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Mollie Groom (C)	: 1
Cllr Nick Fogg MBE (Ind) Cllr	: 1
Nick Murry (Ind)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Paul Oatway QPM (C)	: 1
Cllr Pauline Church (C)	: 1
Cllr Peter Evans (C)	: 1
Cllr Peter Fuller (C)	: 1
Cllr Peter Hutton (C)	: 1
Cllr Philip Alford (C)	: 1
Cllr Philip Whalley (C)	: 1
Cllr Philip Whitehead (C)	: 1

25/02/2020

15:08:19

Voting 6/6 - subject 1 - 25/02/2020 15:08:07

Cllr Pip Ridout (C)	: 1
Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Ricky Rogers (Lab)	: 1
Cllr Robert Yuill (C)	: 1
Cllr Ross Henning (LD)	: 1
Cllr Ruth Hopkinson (LD)	: 1
Cllr Sarah Gibson (LD)	: 1
Cllr Simon Jacobs (C)	: 1
Cllr Stephen Oldrieve (LD)	: 1
Cllr Stewart Palmen (LD)	: 1
Cllr Stuart Wheeler (C)	: 1
Cllr Sue Evans (C)	: 1
Cllr Suzanne Wickham (CON)	: 1
Cllr Sven Hocking (C)	: 1
Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
Cllr Tony Deane (C)	: 1
Cllr Tony Jackson (C)	: 1
Cllr Tony Trotman (C)	: 1

No	: 1
Cllr Trevor Carbin (LD)	: 1

Abstained	: 0
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25/02/2020
15:13:35
Voting 7/7 - subject 1 - 25/02/2020 15:13:31
PAY POLICY STATEMENT

77



Confirmation presences: 81

■ Yes	: 77
■ No	: 0
■ Abstained	: 0

25/02/2020

15:13:40

Voting 7/7 - subject 1 - 25/02/2020 15:13:31

Confirmation presences: 81

Yes	: 77
Cllr Alan Hill (C)	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Bryant (LD)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Andy Phillips (Ind)	: 1
Cllr Anna Cuthbert (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquil Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bob Jones MBE (LD)	: 1
Cllr Brian Dalton (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Carole King (LD)	: 1
Cllr Chris Hurst (LD)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Edward Kirk (C)	: 1
Cllr Ernie Clark (Ind)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr George Jeans (Ind)	: 1
Cllr Gordon King (LD)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian McLennan (Lab)	: 1
Cllr Ian Thorn (LD)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr Jane Davies (C)	: 1
Cllr Jerry Kunkler (C)	: 1
Cllr Jim Lynch (LD)	: 1
Cllr Jo Trigg (LD) (null)	: 1
Cllr John Thomson (C)	: 1
Cllr Johnny Kidney (C)	: 1
Cllr Jon Hubbard (Ind)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Leo Randall (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Mollie Groom (C)	: 1
Cllr Nick Fogg MBE (Ind)	: 1
Cllr Nick Murry (Ind)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Paul Oatway QPM (C)	: 1
Cllr Pauline Church (C)	: 1
Cllr Peter Evans (C)	: 1
Cllr Peter Fuller (C)	: 1
Cllr Peter Hutton (C)	: 1
Cllr Philip Alford (C)	: 1
Cllr Philip Whalley (C)	: 1
Cllr Philip Whitehead (C)	: 1
Cllr Pip Ridout (C)	: 1

25/02/2020

15:13:40

Voting 7/7 - subject 1 - 25/02/2020 15:13:31

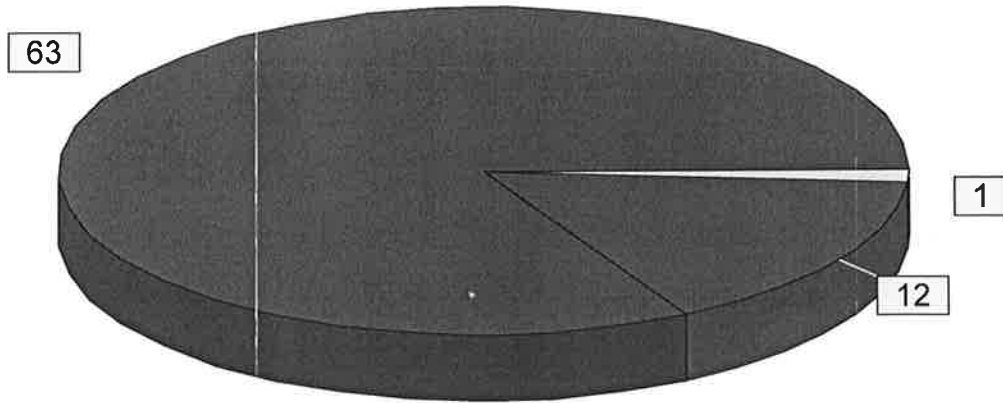
Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Ricky Rogers (Lab)	: 1
Cllr Robert Yuill (C)	: 1
Cllr Ross Henning (LD)	: 1
Cllr Ruth Hopkinson (LD)	: 1
Cllr Sarah Gibson (LD)	: 1
Cllr Simon Jacobs (C)	: 1
Cllr Stephen Oldrieve (LD)	: 1
Cllr Stewart Palmen (LD)	: 1
Cllr Stuart Wheeler (C)	: 1
Cllr Sue Evans (C)	: 1
Cllr Suzanne Wickham (CON)	: 1
Cllr Sven Hocking (C)	: 1
Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
Cllr Tony Deane (C)	: 1
Cllr Tony Jackson (C)	: 1
Cllr Tony Trotman (C)	: 1
Cllr Trevor Carbin (LD)	: 1

No	: 0
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Abstained	: 0
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25/02/2020
15:58:46
Voting 8/8 - subject 1 - 25/02/2020 15:58:42

HOUSING SITES ALLOCATION



Confirmation presences: 81

Yes	: 63
No	: 12
Abstained	: 1

25/02/2020

15:58:54

Voting 8/8 - subject 1 - 25/02/2020 15:58:42

Confirmation presences: 81

Yes	: 63
Cllr Alan Hill (C)	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Anna Cuthbert (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquil Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Bob Jones MBE (LD)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Chris Hurst (LD)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr George Jeans (Ind)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian McLennan (Lab)	: 1
Cllr Ian Thorn (LD)	: 1
Cllr Jacqui Lay (C)	: 1
Cllr Jane Davies (C)	: 1
Cllr Jerry Kunkler (C)	: 1
Cllr Jo Trigg (LD) (null)	: 1
Cllr John Thomson (C)	: 1
Cllr Jon Hubbard (Ind)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Leo Randall (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Mollie Groom (C)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Paul Oatway QPM (C)	: 1
Cllr Pauline Church (C)	: 1
Cllr Peter Evans (C)	: 1
Cllr Peter Hutton (C)	: 1
Cllr Philip Alford (C)	: 1
Cllr Philip Whalley (C)	: 1
Cllr Philip Whitehead (C)	: 1
Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Ricky Rogers (Lab)	: 1
Cllr Robert Yuill (C)	: 1
Cllr Ross Henning (LD)	: 1
Cllr Ruth Hopkinson (LD)	: 1
Cllr Sarah Gibson (LD)	: 1
Cllr Simon Jacobs (C)	: 1
Cllr Stewart Palmen (LD)	: 1
Cllr Stuart Wheeler (C)	: 1
Cllr Sue Evans (C)	: 1
Cllr Suzanne Wickham (CON)	: 1
Cllr Sven Hocking (C)	: 1

25/02/2020

15:58:54

Voting 8/8 - subject 1 - 25/02/2020 15:58:42

Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
Cllr Tony Deane (C)	: 1
Cllr Tony Jackson (C)	: 1
Cllr Tony Trotman (C)	: 1
Cllr Trevor Carbin (LD)	: 1

No : 12

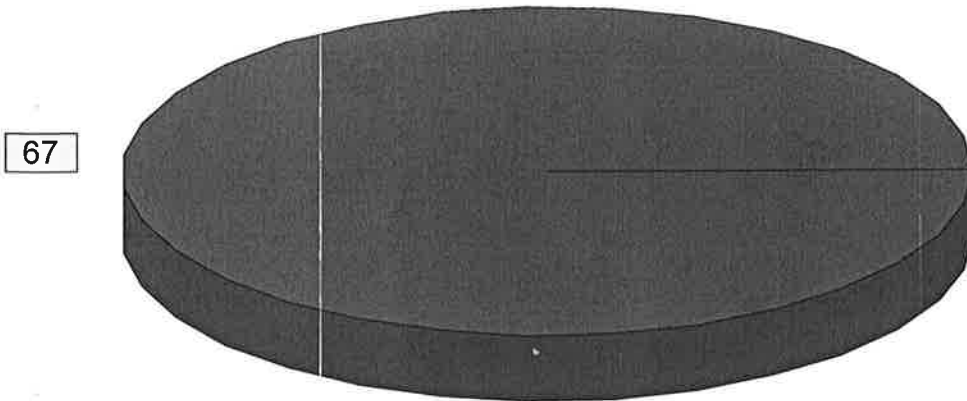
Cllr Andrew Bryant (LD)	: 1
Cllr Andy Phillips (Ind)	: 1
Cllr Brian Dalton (LD)	: 1
Cllr Carole King (LD)	: 1
Cllr Edward Kirk (C)	: 1
Cllr Ernie Clark (Ind)	: 1
Cllr Gordon King (LD)	: 1
Cllr Graham Wright (Ind)	: 1
Cllr Jim Lynch (LD)	: 1
Cllr Nick Fogg MBE (Ind)	: 1
Cllr Nick Murry (Ind)	: 1
Cllr Stephen Oldrieve (LD)	: 1

Abstained : 1

Cllr Peter Fuller (C)	: 1
-----------------------	-----

25/02/2020
16:21:59
Voting 9/9 - subject 1 - 25/02/2020 16:21:57

BAT MITIGATION STRATEGY



Confirmation presences: 76

■ Yes	: 67
■ No	: 0
■ Abstained	: 0

25/02/2020

16:22:04

Voting 9/9 - subject 1 - 25/02/2020 16:21:57

Confirmation presences: 76

Yes	: 67
Cllr Alan Hill (C)	: 1
Cllr Allison Bucknell (C)	: 1
Cllr Andrew Bryant (LD)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Anna Cuthbert (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquil Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Carole King (LD)	: 1
Cllr Chris Hurst (LD)	: 1
Cllr Christopher Williams (C)	: 1
Cllr Chuck Berry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Derek Brown OBE (C)	: 1
Cllr Edward Kirk (C)	: 1
Cllr Ernie Clark (Ind)	: 1
Cllr Fleur de Rhe-Philippe (C)	: 1
Cllr Fred Westmoreland (C)	: 1
Cllr Gavin Grant (LD)	: 1
Cllr Gordon King (LD)	: 1
Cllr Graham Wright (Ind)	: 1
Cllr Horace Prickett (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian McLennan (Lab)	: 1
Cllr Ian Thorn (LD)	: 1
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Cllr Jonathon Seed (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Leo Randall (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Mike Hewitt (C)	: 1
Cllr Nick Fogg MBE (Ind)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Pauline Church (C)	: 1
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Cllr Pip Ridout (C)	: 1
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Cllr Stephen Oldrieve (LD)	: 1

25/02/2020

16:22:04

Voting 9/9 - subject 1 - 25/02/2020 16:21:57

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Cllr Suzanne Wickham (CON)	: 1
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Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
Cllr Tony Deane (C)	: 1
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Cllr Tony Trotman (C)	: 1
Cllr Trevor Carbin (LD)	: 1

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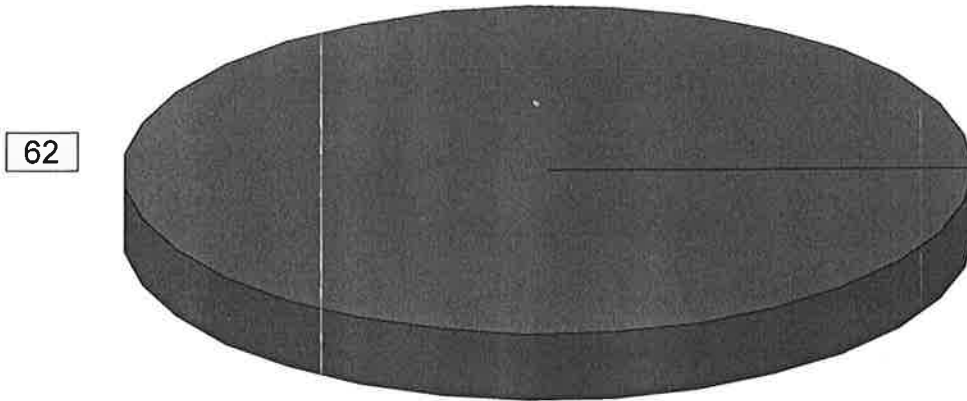
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25/02/2020

16:27:22

Voting 10/10 - subject 1 - 25/02/2020 16:27:19

SENIOR LEADERSHIP STRUCTURE



Confirmation presences: 74

■ Yes : 62

■ No : 0

■ Abstained : 0

25/02/2020

16:27:25

Voting 10/10 - subject 1 - 25/02/2020 16:27:19

Confirmation presences: 74

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Cllr Andrew Bryant (LD)	: 1
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Cllr Ashley O'Neill (C)	: 1
Cllr Atiquil Hoque (C)	: 1
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Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C)	: 1
Cllr Carole King (LD)	: 1
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Cllr Christopher Williams (C)	: 1
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Cllr Ernie Clark (Ind)	: 1
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Cllr Mary Douglas (C)	: 1
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Cllr Peter Fuller (C)	: 1
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Cllr Stephen Oldrieve (LD) Cllr Stewart Palmen (LD)	: 1
Cllr Stuart Wheeler (C)	: 1
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Cllr Sven Hocking (C)	: 1

25/02/2020

16:27:25

Voting 10/10 - subject 1 - 25/02/2020 16:27:19

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Cllr Tony Jackson (C)	: 1
Cllr Tony Trotman (C)	: 1
Cllr Trevor Carbin (LD)	: 1

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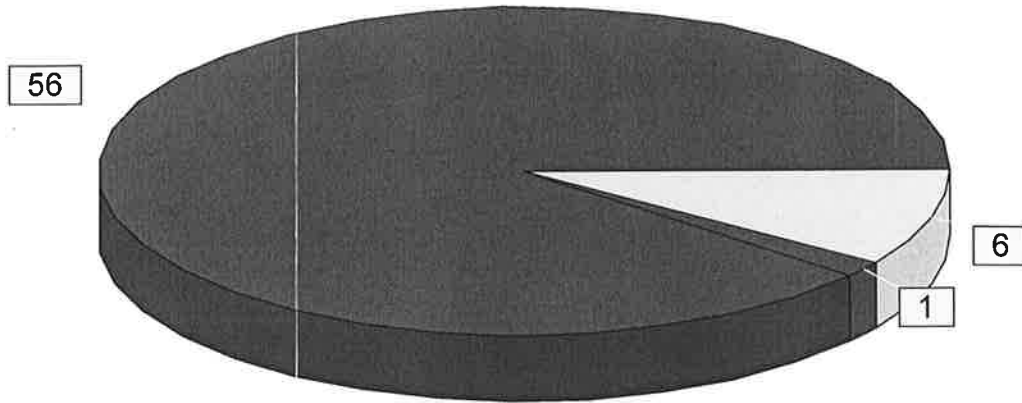
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25/02/2020

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Voting 11/11 - subject 1 - 25/02/2020 16:50:25

EU CITIZENS MOTION



Confirmation presences: 74

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No	: 1
Abstained	: 6

25/02/2020

16:50:37

Voting 11/11 - subject 1 - 25/02/2020 16:50:25

Confirmation presences: 74

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Cllr Gordon King (LD)	: 1
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Cllr Horace Prickett (C)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian McLennan (Lab)	: 1
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Cllr Mary Douglas (C)	: 1
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Cllr Peter Hutton (C)	: 1
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Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Robert Yuill (C)	: 1
Cllr Ross Henning (LD)	: 1
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Cllr Simon Jacobs (C)	: 1
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Cllr Stuart Wheeler (C)	: 1
Cllr Suzanne Wickham (CON)	: 1
Cllr Sven Hocking (C)	: 1
Cllr Toby Sturgis (C)	: 1
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25/02/2020

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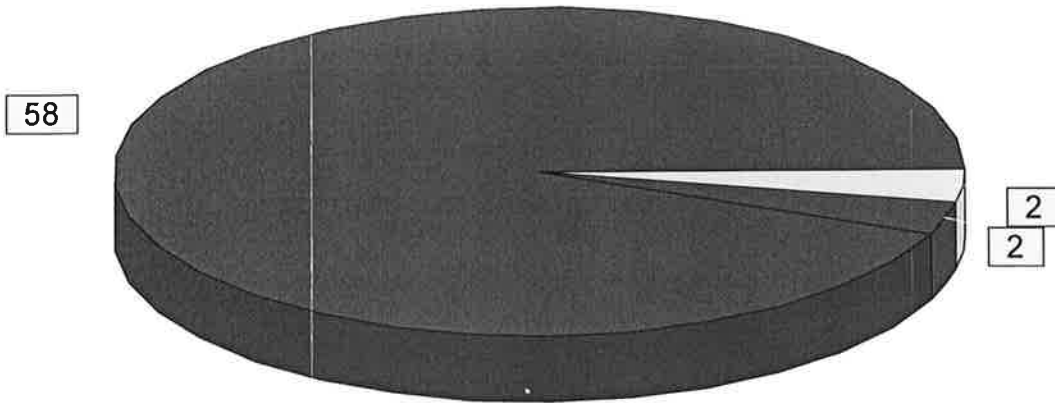
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Cllr Philip Whalley (C)	: 1
Cllr Sue Evans (C)	: 1

25/02/2020

17:08:08

Voting 12/12 - subject 1 - 25/02/2020 17:08:04

MOTION - HERBICIDES



Confirmation presences: 72

Yes	: 58
No	: 2
Abstained	: 2

25/02/2020

17:08:11

Voting 12/12 - subject 1 - 25/02/2020 17:08:04

Confirmation presences: 72

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Cllr Allison Bucknell (C)	: 1
Cllr Andrew Davis (C)	: 1
Cllr Ashley O'Neill (C)	: 1
Cllr Atiquel Hoque (C)	: 1
Cllr Ben Anderson (C)	: 1
Cllr Brian Mathew (LD)	: 1
Cllr Bridget Wayman (C)	: 1
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Cllr Chuck Berry (C)	: 1
Cllr David Halik (C)	: 1
Cllr Derek Brown OBE (C) Cllr Fred Westmoreland (C) Cllr	: 1
Gavin Grant (LD)	: 1
Cllr Gordon King (LD)	: 1
Cllr Graham Wright (Ind)	: 1
Cllr Ian Blair-Pilling (C)	: 1
Cllr Ian McLennan (Lab)	: 1
Cllr Ian Thorn (LD)	: 1
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Cllr Jim Lynch (LD)	: 1
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Cllr Jon Hubbard (Ind)	: 1
Cllr Jonathon Seed (C)	: 1
Cllr Laura Mayes (C)	: 1
Cllr Leo Randall (C)	: 1
Cllr Mark Connolly (C)	: 1
Cllr Mary Douglas (C)	: 1
Cllr Pat Aves (LD)	: 1
Cllr Pauline Church (C)	: 1
Cllr Peter Evans (C)	: 1
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Cllr Peter Hutton (C)	: 1
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Cllr Philip Whalley (C)	: 1
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Cllr Richard Britton (C)	: 1
Cllr Richard Clewer (C)	: 1
Cllr Ross Henning (LD)	: 1
Cllr Sarah Gibson (LD)	: 1
Cllr Simon Jacobs (C)	: 1
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Cllr Stuart Wheeler (C)	: 1
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Cllr Suzanne Wickham (CON)	: 1
Cllr Sven Hocking (C)	: 1
Cllr Toby Sturgis (C)	: 1
Cllr Tom Rounds (C)	: 1
Cllr Tony Deane (C)	: 1
Cllr Tony Jackson (C)	: 1
Cllr Tony Trotman (C)	: 1

25/02/2020

17:08:11

Voting 12/12 - subject 1 - 25/02/2020 17:08:04

Cllr Trevor Carbin (LD) : 1

No : 2

Cllr Robert Yuill (C) : 1

Cllr Ruth Hopkinson (LD) : 1

Abstained : 2

Cllr Edward Kirk (C) : 1

Cllr Fleur de Rhe-Philippe (C) : 1

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Full Council Meeting Tuesday 25 February 2020 – Members' Attendance

Name	Time in (Meeting)	Time Out (Meeting)
Phil Alford	10:30	17:30
Ben Anderson	10:30	17:30
Pat Aves	10:30	17:30
Chuck Berry	10:30	17:30
Ian Blair Pilling	10:30	17:30
Richard Britton	10:30	17:30
Derek Brown	10:30	17:30
Andrew Bryant	10:30	17:30
Allison Bucknell	10:30	17:30
Clare Cape		
Trevor Carbin	10:30	17:30
Mary Champion	10:30	17:30
Pauline Church	10:30	17:30
Richard Clewer	10:30	17:30
Mark Connolly	10:30	17:30
Christine Crisp		
Anna Cuthbert	10:30	16:20
Brian Dalton	10:30	16:25
Jane Davies	10:30	17:30
Andrew Davis	10:30	17:30
Tony Deane	10:30	17:30
Matthew Dean	10:30	17:30
Christopher Devine	10:30	17:30
Stewart Dobson		
Mary Douglas	10:30	17:30
Bill Douglas		
Peter Evans	10:30	17:30
Sue Evans	10:30	17:30
Nick Fogg	10:30	16:50
Peter Fuller	10:30	17:30
Richard Gamble	10:30	17:30
Sarah Gibson	10:30	17:30
Gavin Grant	10:30	17:30
Jose Green		
Howard Greenman	10:30	17:30
Mollie Groom	10:30	17:30
David Halik	10:30	17:30
Russell Hawker		
Ross Henning	10:30	
Mike Hewitt	10:30	16:50
Alan Hill	10:30	16:25
Sven Hocking	10:30	17:30
Nick Holder	10:30	17:30
Ruth Hopkinson	10:30	17:10
Atiquel Hoque	10:30	17:30
Jon Hubbard	10:30	17:30
Chris Hurst	10:30	17:30

Peter Hutton	10:30	17:30
Hayley Illman	10:30	17:30
Tony Jackson	10:30	17:30
Simon Jacobs	10:30	17:30
George Jeans	10.35	16:00
Bob Jones	10.30	17:30
Johnny Kidney	10:30	17:30
Carole King	10:30	17:30
Gordon King	10:30	17:30
Edward Kirk	10:30	17:30
Jerry Kunkler	10:30	16:10
Jacqui Lay	10:30	17:10
Jim Lynch	10:30	17:30
Brian Mathew	10:30	17:30
Laura Mayes	10:30	17:30
Ian McLennan	10:30	17:30
Nick Murry	10:30	17:30
Christopher Newbury	10:30	12:30
Paul Oatway	10:30	16:10
Steve Oldrieve	10:30	16:10
Ashley O'Neill	10.30	17:30
Stewart Palmen	10:30	17:30
Andy Phillips	10:30	16:00
Horace Prickett	10:30	17:00
Leo Randall	10:30	17:30
Fleur de Rhé-Philipe	10:30	17:30
Pip Ridout	10:30	16:25
Ricky Rogers	10.30	16:00
Tom Rounds	10:30	17:30
Jonathon Seed	10:30	17:30
James Sheppard	10:30	17:30
John Smale		
Toby Sturgis	10:30	17:30
Melody Thompson		
John Thomson	10:30	17:30
Ian Thorn	10:30	17:30
Jo Trigg	10:30	17:30
Tony Trotman	10:30	17:30
John Walsh		
Bridget Wayman	10:30	17:30
Fred Westmoreland	10:30	17:30
Philip Whalley	10:30	17:30
Stuart Wheeler	10:30	17:20
Philip Whitehead	10:30	17:30
Suzanne Wickham	10:30	17:30
Christopher Williams	10:30	17:30
Graham Wright	10:30	17:30
Robert Yuill	10:30	17:30

Wiltshire Council

Council

16 June 2020

Petitions Update

Petitions Received

As of 8 June 2020, no new petitions have been received for reporting to Full Council since the last report to Council on 25 February 2020.

Proposal

That Council notes this update on petitions.

Lisa Moore
Democratic Services Officer

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Wiltshire Council

Council

16 June 2020

Subject: COVID-19 and Financial Updates

**Cabinet Member: Cllr Philip Whitehead, Leader of the Council and
Cabinet Member for Economic Development**

Key Decision: Key

Background

Wiltshire Council continues its work with partners to ensure the most vulnerable in the community are supported, local businesses receive support and funding allocated to the county and critical council services can continue to deliver essential services during what is an unprecedented and rapidly changing incident.

Cabinet received reports on COVID-19 and financial implications at its meetings of 19 May and 9 June. These are attached as Appendix 1 and 2 and the minutes of the meeting on 19 May are available [here](#). A Wiltshire COVID-19 Response Scrutiny Task Group has also been established and its summary reports considering the Cabinet reports are available [online](#).

The first Cabinet report focused on the immediate work on the response, the decisions that have been taken and some initial financial estimates.

The second Cabinet report provides a short update on matters such as: the development of Care Home Support Plans and Outbreak Management Plans; the reopening of services where it is safe to do so; and emerging plans for recovery. Alongside this it goes into considerable detail on the predicted financial impact to Wiltshire Council based on a submission to government in May; it also sets out the conditions and timing for the necessary action to be taken to mitigate against the current forecast financial position.

The second report includes Council's provisional outturn for the 2019/20 financial year as well as details on the use of emergency funding and the amount carried forward into 2020/21. The report outlines the Capital outturn for 2019/20, the slippage into later years and a review of the Capital Programme for 2020/21 and the impact of that review on the planned investment in the current financial year.

Proposal(s)

Council is asked to:

1. Thank local communities, the voluntary sector, businesses, strategic partners and education settings for their support during these unprecedented circumstances.
2. Acknowledge the significant and exceptional effort of staff working throughout the COVID-19 response.
3. Approve the inclusion of slippage from the 2019/20 Capital Programme (£35.535m) within the 2020/21 Capital Programme, subject to a recommendation from Cabinet on 9 June.
4. Note the two reports to Cabinet and that future reports will be received by Cabinet in the coming months

Reason for Proposal(s)

The two reports provides Council with updates on the work undertaken and ongoing in response to the COVID-19 outbreak. The response to the pandemic will have immediate and long-lasting implications for Wiltshire's economy, communities and residents as well as the Council itself. Councillors have an important role as community leaders and in considering the financial implications for the council as a result of the pandemic.

The Council is required to operate a balanced budget. Council is also responsible for agreeing treasury management and capital plans. In this vein, Council is asked to approve the inclusion of slippage from the 2019/20 Capital Programme (£35.535m) within the 2020/21 Capital Programme, subject to a recommendation from Cabinet on 9 June (as set out in para 58 of the 9 June Cabinet report). The appended reports include commentary from statutory officers assessing the implications.

Alistair Cunningham
Chief Executive Officer – Place

Terence Herbert
Chief Executive Officer – People

Appendices:

Appendix 1 – Covid-19 and Financial Update to Cabinet on 9 June 2020

Appendix 2 – Covid-19 and Financial Update to Cabinet on 19 May 2020

Wiltshire Council

Cabinet

19 May 2020

Subject: Wiltshire Council's Response to COVID-19

Cabinet Member: Cllr Philip Whitehead, Leader of the Council and Cabinet Member for Economic Development

Executive Summary

Wiltshire Council has been playing an integral role in leading the local response to COVID-19, working with partners across the footprint of Wiltshire, to ensure that those most vulnerable in the community are supported, local businesses receive the government funding allocated to the county and critical council services can continue to deliver essential services during what is an unprecedented and rapidly changing incident.

This report sets out the public health data in respect to COVID-19 at a county level and provides a summary of the Council's response to date, the impact on services and an overview of the Council's current financial position.

Overall, Wiltshire Council has overseen a significant and timely response to the emerging threat of the pandemic in Wiltshire. This has involved the suspension of a number of services, the redeployment of staff to support the most vulnerable, extensive support to businesses and suppliers, strong partnership working with health and care and other agencies, a significant communications effort and close working with local communities and voluntary groups. Schools and early years settings have also been supported to rapidly adjust to new government guidance.

Proposal(s)

Cabinet is asked to

1. Note the update with respect to the response to COVID-19 and recognise the impact that it has had across Wiltshire on its residents, communities and businesses, the Voluntary, Community and Social Enterprise sector (VCSE), public sector partners and the Council itself.
2. Note the Section 151 officer's summary of the impact of COVID -19 on the council's 2020 / 2021 budget and Medium-Term Financial Strategy.

3. Note the changes to local authority powers and duties introduced by the Coronavirus Act 2020 and supporting guidance.
4. Note the decisions taken by officers under delegated authority in Appendix 1
5. Thank local communities, the voluntary sector, businesses, strategic partners and education settings for their support during these unprecedented circumstances.
6. Acknowledge the significant and exceptional effort of staff working throughout the COVID-19 response.
7. Note that a further report will be presented in June, which will include additional information on the Council's response and recovery plans.

Reason for Proposal(s)

These are unprecedented times for local government and this report provides Cabinet with an overview of the work both undertaken and ongoing by Wiltshire Council in response to the COVID-19 outbreak, together with the associated challenges and risks. The response to the COVID-19 pandemic will have immediate and undoubtedly long lasting significant financial implications for Wiltshire's economy, communities and residents as well as the Council itself.

Terence Herbert, Chief Executive Officer, People
Alistair Cunningham, Chief Executive Officer, Place

Wiltshire Council

Cabinet

19 May 2020

Subject: Wiltshire Council's Response to Coronavirus

Cabinet Member: Cllr Philip Whitehead, Leader of the Council and Cabinet Member for Economic Development

Purpose of Report

1. To provide an update on the impact of COVID-19 in Wiltshire and the Council's primary focus in responding to the incident together with the associated challenges and risk. The priorities outlined in the report will continue to provide the focus for response and support the Council's overall vision to create strong communities, through protecting the vulnerable, growing the economy and working innovatively and effectively.

Public Health Update

2. COVID-19 is a disease resulting from a new strain of coronavirus that the World Health Organisation (WHO) identified as a Public Health Emergency of International Concern (PHIEC) on 30 January. This was followed on 11 March when it declared COVID-19 as a pandemic, pointing to the 118,000 cases across 110 countries. The number of confirmed cases worldwide now exceeds 3.58m with 252,000 deaths.
3. As of 4:26pm on Sunday 10th May, 219,183 people in the UK had tested positive for COVID-19, and there have been 31,855 deaths of people who have had a positive test result. Further information available at <https://coronavirus.data.gov.uk/>
4. With specific respect to Wiltshire, the first 3 positive cases were identified on 5 March, and as of end of 10th May, 633 cases have tested positive for COVID-19. There have been 164 registered deaths involving Covid-19 in all settings. further information available at <https://www.ons.gov.uk/peoplepopulationandcommunity/healthandsocialcare/causesofdeath/datasets/deathregistrationsandoccurrencesbylocalauthorityandhealthboard>
5. Restrictions on public life were introduced on 23 March with UK residents being told to stay at home and only go outside for food, health reasons or work (but only of those who can't work from home) in order to protect NHS staff and ensure that the demand can be managed. At the time of writing this report the country is still in lockdown with the Government extending the current measures for a further three weeks from 16 April.

Wiltshire's response to COVID 19

6. Wiltshire and Swindon Local Resilience Forum (LRF) established the Strategic Co-ordinating Group (SCG) involving all category 1 responders at the end of January and declared COVID-19 as a major incident on 19 March, with the agreed aim to provide a co-ordinated multi-agency response to mitigate the potential impacts of the Coronavirus (COVID-19). As of 5 May, the SCG has met 22 times.
7. In March, Wiltshire Council established a COVID 19 Gold group to oversee the Council's response, chaired by the CEOs and attended by Directors and other senior officers. A number of cells have also been established to lead on specific elements of response:
 - Health and Care Group
 - Community Resilience Hub
 - Education & Critical Workers
 - Public Health
 - Economy
 - Death Management
 - External Communications
 - Staffing & Organisation Resilience
 - Legal and Governance
 - Finance
8. The focus for the Council during this period of response has been to work innovatively and effectively to protect the vulnerable, support the economy and support and, where possible, mobilise staff for where they are most needed during these very challenging times.
9. The Wiltshire Wellbeing hub was established at the onset and has made contact with over 14,000 of Wiltshire's most vulnerable residents, worked with 450+ voluntary groups to distribute over 1000 food parcels and 129 batches of Personal Protective Equipment (PPE) and in conjunction with the Community Foundation which has distributed £150k in grants. This has been aided by the support of a Military officer. Over a million units of PPE have now been delivered to the Hub of which 30% goes to Swindon. Wiltshire's allocation is distributed to reablement staff and social workers, with the remaining Wiltshire stock distributed to care homes.
10. Initiating a Contact Centre providing advice and support to over 2300 Wiltshire businesses (7 days a week).
11. Designing and delivering a £100m grant process for 8500 eligible businesses, including mobilising a separate team who have identified and contacted 2500 eligible businesses who had not applied for the grant. As of 5 May this team has distributed £71m to 6000 businesses.
12. Designing and preparing to deliver a new £5m business grant scheme recently announced by government.

13. A multi-professional discharge flow hub has been established to act as a single point of access for discharge referrals and to triage patients to the most appropriate pathway. 234 people have been discharged from hospital via this pathway. As well as securing 50 additional Discharge to Assess beds in care homes; 47 care home places for COVID-19 patients; 1800 additional domiciliary care hours; 7 delirium beds. Planning to address latent health demands is also underway. It is and has been a cross-council effort.
14. Managing the construction of two temporary mortuaries capable of holding a total of 1000 bodies across Wiltshire and Swindon
15. The Council has completed a detailed analysis of the workforce to provide information on access to equipment, Disclosure and Barring Service (DBS) clearances, training in key areas (e.g. paediatric first aid) to enable us to contact relevant staff quickly and from this survey in excess of 375 staff have been redeployed to business-critical roles.
16. In line with Supplier relief guidance issued, the Council has worked hard to pay suppliers invoices promptly, or in advance, thereby ensuring cashflow to the Council's supply chain is maintained during this time. In April, over 21,600 invoices were settled, moving over 350 suppliers to immediate payment terms, paying around £100m. There has been particularly focus and specific arrangements with care market providers to recognise the increased demands and strain on the market during the pandemic.
17. An update will be provided to Cabinet in June, with further detail on performance measures; risk; reviews of capital programmes; plans for recovery; and emerging financial implications. It is clear that the pandemic poses a threat to the sustainability of council finances and Wiltshire Council will continue to work with other councils and MHCLG to ensure this is addressed as far as possible.

COVID 19 Legislation and guidance

18. The Government has issued new legislation and extensive guidance to support local authorities with the vital work that we are doing to respond to the coronavirus pandemic whilst ensuring essential business and services continue. This includes the Coronavirus Act 2020 which was enacted on 25 March 2020.
19. The Act aims to support Government in:
 - Increasing the available health and social care workforce
 - Easing the burden on frontline staff
 - Containing and slowing the virus
 - Managing the deceased with respect and dignity
 - Supporting people
20. The new legislation is time-limited to two years, and not all of its measures come into force immediately. Many of the measures can be commenced from area to area and time to time, so as to ensure that the need to protect the public's health can be aligned with the need to safeguard individuals' rights. These measures

can subsequently be suspended and then later reactivated, if circumstances permit, over the lifetime of the Act. The lifetime of the Act can itself be shortened or extended if scientific evidence and circumstances require.

21. The aim is to make sure that these powers can be used both effectively and proportionately.
22. A summary of the most significant changes to local authority powers may be found via <https://www.local.gov.uk/sites/default/files/documents/Changes%20to%20local%20authority%20powers%20and%20duties%20resulting%20from%20the%20Coronavirus%20Act%202020%20WEB.pdf>
23. In addition, the Government has issued extensive guidance on a wide range of issues which it has been necessary to assess and determine its application in the local context. This has been extremely challenging as the guidance has emerged and changed over time.
24. Details of the guidance issued may be found via <https://www.local.gov.uk/our-support/coronavirus-information-councils>

COVID-19 Cell Updates

Health & Care Group

25. Adult Social Care (ASC) has had to make significant changes at pace to respond to the challenges presented by COVID-19 and to safeguard vulnerable people.
26. In response to Government guidance on Hospital Discharge, the initial priority was to discharge as many people as possible from Acute Hospitals Trusts, Community Hospitals and Mental Health Trusts (AWP) into the community. The guidance included creating a 7-day single point of contact for all discharges and this was designed and implemented with health colleagues.
27. To meet the anticipated demand, 50 additional Discharge to Assess beds in care homes and 47 care home places for Covid+ patients were secured. An additional 1800 domiciliary care hours and 7 delirium beds were also secured. In order to support this extended bed base in the community the hospital social care teams were reshaped, and staff were into the community to support the redesigned discharge pathway.
28. Wiltshire Health and Care “home first” service has been integrated with Wiltshire Council’s reablement service to provide one reablement pathway, recruited additional staff and developed an integrated brokerage service with the CCG.
29. The Coronavirus Act enabled Care Act Easements - as yet the Council has not used the Easements but have used some of the permitted flexibilities mainly in response to some services not being available due to closure to comply with social distancing requirements, and also in response to some individuals cancelling support services as others (usually family members) are available to do this for them.

30. In order to achieve this, staff have had to change roles, work at pace and work effectively with colleagues in the NHS and voluntary sector and colleagues across the Council.
31. ASC quickly identified the risk to care homes and quickly increased support 7 days a week with the development of a support strategy which includes a dedicated help line and daily webinars, supply of PPE, support on Infection Control and additional funding.
32. The significant challenges ASC has faced have been enormous and made more challenging by a national rather than local response. The constantly changing guidance on PPE and testing, and the lack of supply of PPE and the unreliability of supply has caused additional stress for staff concerned about their own and their family's safety. The contradictions in the Coronavirus Act and the Ethical Guidance for Social Care, very unhelpful interventions from LGA/ADASS on funding for providers and a focus on Acute Trusts and not on care homes have all proved challenging.
33. The care home market is now increasingly fragile. In order to be financially sustainable, care homes need between 85-90% occupancy and currently some providers are seeing 30%+ vacancies in Wiltshire as a result of COVID related deaths and a reduction in demand. The role of the Council will continue to be significant in supporting and sustaining this market as we move into recovery.

Community Resilience Hub

34. The Community Resilience Hub cell has faced a number of challenges since the government requested Local Authorities to establish a hub to respond to vulnerable residents in Wiltshire. MHCLG guidance was initially limited, but numerous lists were sent directly to the LA. Interpreting and sorting the data was complex, requiring highly experienced analysts whom were diverted from other business.
35. There are 14,791 residents on the master list and almost 12,000 of these have received a telephone call from the hub. Data arrived on an ad-hoc basis which required the local authority to respond when the next batch of data would come through and thus had to be prepared to respond to the volume to assure ourselves that residents needs are met. The response was required immediately whilst also setting up a staff team, structures and processes for the hub.
36. We were initially asked to provide emergency food parcels to those in urgent need, so again had to respond at short notice, accepting the emergency food delivery from MHCLG with little notice. The delivery was poor quality and had to be substituted with food we quickly sourced ourselves over the weekend.
37. The hub has had to trouble shoot COVID-19 related issues so it has been important to manage expectations whilst ensuring queries and concerns have been responded to. Most of the issues raised have not been linked to the hub activity rather back to central government, most notable residents receiving unwanted weekly food parcels or concerned they couldn't get a priority supermarket delivery slot. Engagement with the supermarkets has been extremely difficult and not something which has been resolved although has

become less of an issue as time has moved on. Another challenge resolved working with the CCG and Wiltshire Pharmacies to find a solution to ensure controlled drugs could be safely delivered to residents' homes. Another challenge has been working to provide support to those without internet access particularly as we work to provide health and wellbeing support to residents who would normally access library and leisure facilities. There were inconsistencies in capacity across the county

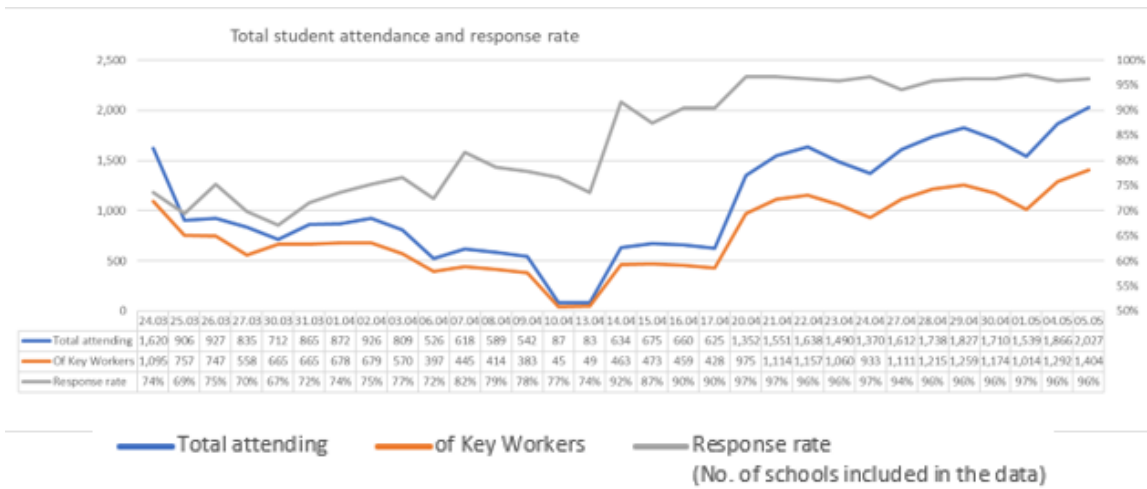
38. In respect of supporting our most vulnerable children and adults the greatest challenge has been the reduction in referrals into adult and children's services. Most significantly contacts from schools and early years settings (reduced by 75%) reflecting the relatively low numbers of children currently attending these settings. Gathering timely and meaningful performance data across the partnership has also been difficult to obtain.
39. Children's social care have continued to deliver statutory services at the pre-COVID-19 levels, albeit using some creative and remote ways of working. However due to the concern about staffing capacity, new support assessments were put on hold for the initial period and are being reintroduced from 11th May 2020. We continue to work with partners to address the reduction in referrals and prepare for the predicted upturn in referrals post lockdown.
40. Further to the above, on the 23rd March Government instructed to "Get Everyone in" referring to rough sleepers. This instruction was made at the same time as the Government requiring closure of hotels and B&B although that was later relaxed if they were to be used for housing rough sleepers or key workers. To date over 60 rough sleepers have been accommodated, 11 rough sleepers refused offers of accommodation and 8 have been evicted due to anti-social behaviour.
41. The Housing service identified 1,887 households living in Council housing stock who were vulnerable. On the 25th March a programme of contacting all households by phone or welfare visit began. Everyone had been contacted by the 29th April and a follow up support and call back package has been in place since.
42. The neighbourhood cell which sits under the Community resilience hub, have been working in partnership with Wiltshire's Community Groups, Town and Parish Councils and a significant number of volunteers. The volunteers have been invaluable in helping our residents stay safe, access food and access medicines.
43. While we have been required to close Libraries and Leisure Centres our officers continue to ensure our residents have access to these services on line. Library membership has increased during lock down.

Education & Critical Workers

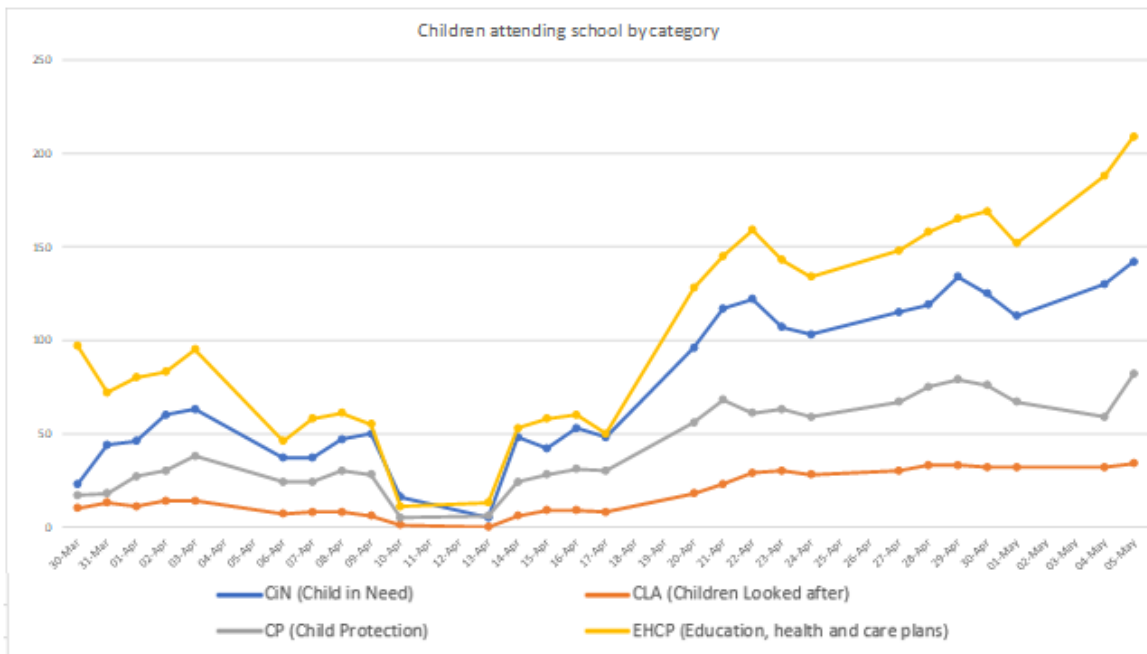
44. The cell has been addressing the immediate, medium and long-term implications following the announcement that educational establishments would close to the majority of children and young people, the cell has focussed on:
 - Ensuring sufficiency of places for children of critical workers and vulnerable children.

- Developing and supporting home-learning provision.
- Ensuring vulnerable children and young people attend, where safe to do so, and are safe.
- Ensuring those eligible for free-school meals are provided for.
- Ensuring children and young people with SEND (including and EHCP) are safe and accessing provision, where it is appropriate for them to do so.

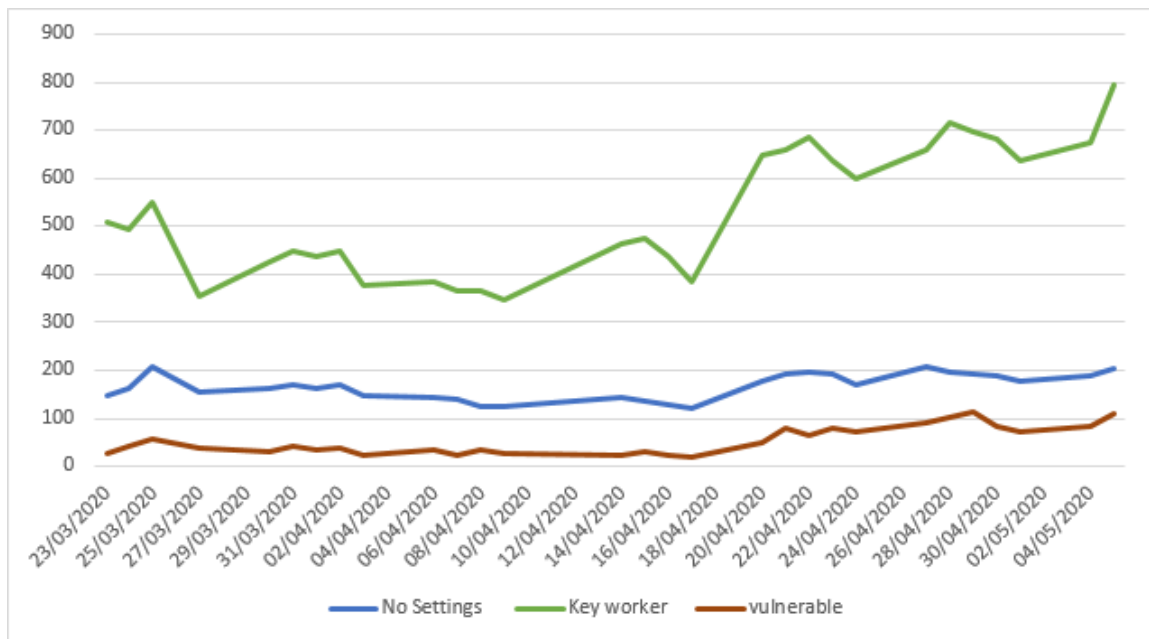
45. Over the period since the 23rd March, the places available to children and young people in schools has increased along with the numbers attending.



46. The numbers of vulnerable children attending schools has also increased.



47. The number of early years settings and children attending has also increased



48. Individual, multi-agency risk assessments were developed for all vulnerable children; this included those with a social worker, an EHCP or other vulnerability, to ensure they attended school if safe and appropriate for them to do so or were monitored at home by relevant professionals. To achieve this, health, social care and education had to redesign ways of working to adapt to the situation, over 3,500 risk assessments were created, a daily attendance return had to be designed and completed by all schools and settings on a daily basis. Schools and settings needed to adjust to new ways of working to ensure COVID safeguarding procedures were adhered to. The sufficiency of early years places needed to be addressed and settings needed support to access the range of financial options open to them. Home-learning resources were developed and shared freely via RightChoice. Communication with educational settings has been maintained throughout via a daily newsletter and a weekly newsletter for children.

49. The service continues to work to address the implications for capital projects, schools in financial difficulty, school admissions appeals, online access and personal education plans for looked after children. It will continue to support all settings with plans for the return of children once that is announced.

50. Child employment licensing arrangements were initially suspended however businesses have now been informed as to how they can apply for dispensation provided they meet clear criteria to ensure the child’s well-being is safeguarded and the child is able to work in safe conditions.

Public Health

51. Public Health advised on the emerging science and national guidance and worked with services on their continuity plans. The early modelling work undertaken by Public Health informed the decisions the Council have made when dealing with response. Public Health set up an internal information hub to inform colleagues and mobilised staff to put in place early frameworks, deciphering emerging science and national guidance.

52. The Council established a risk register for Covid and ensured Business Continuity Plans were updated and in-line with emerging evidence.

Economy Cell

53. The Economy Cell has focussed on:

- Accessing, advising and mitigating the impact of COVID-19 on the economy in Wiltshire;
- Daily meetings with central government (BEIS) to provide feedback on government policy and initiatives arising from COVID-19 and ensuring a two-way flow of information about issues businesses are facing and how these can be addressed;
- Setting up and running a partnership forum of economic infrastructure organisations across Wiltshire, meeting weekly.
- Provide workforce support to businesses (a team of 3.5 FTE being seconded to work within the SWLEP Growth Hub).
- Initiating a Contact Centre providing advice and support to over 2300 Wiltshire businesses (7 days a week).
- Designing and delivering a £100m grant process for 8500 eligible businesses, including mobilising a separate team who have identified and contacted 2500 eligible businesses who had not applied for the grant. As of 5 May this team has distributed £71m to 6000 businesses.
- Designing and preparing to deliver a new £5m business grant scheme recently announced by government.
- Communicating clear signposting and messaging about support for businesses.
- The determination of planning applications, Building Control applications and Land Charge Searches has also continued throughout lockdown, in order to support the economy.

54. The priority for the team moving forwards will be the transition from Response to Recovery. This will draw on local intelligence, further business support, additional grants and bidding and ensuring strong support for local workforces and communications.

Death Management

55. The Death Management cell has led on the planning and delivering required places with funeral directors, mortuaries, crematoria, burial grounds and transport and ensure relevant ethical aspects are considered, and ensure the process is managed with dignity and respect for the deceased and their families across Wiltshire and Swindon.

56. The biggest challenge in planning for dealing with excess death has been the lack of credible forecasting nationally on numbers of COVID-19 deaths that may have to be managed. The initial predictions and modelling from various agencies produced numbers that varied significantly, sometimes by a factor of 10. The predictions could not be specific about the period in which excess death was likely to occur. Our planning was therefore based on an element of estimation but

backed up by advice from experts who deal with storage, transport and burial of the deceased in normal times.

57. The infrastructure put in place to deal with any excess death was planned and acquired during a period of high demand, as other local authorities were looking the same facilities at the same time. The task was however completed successfully and all the logistical challenges were overcome thanks to the hard work of the team involved, including a military planner.

Communications

58. Since the outset of COVID-19 the Council has ensured that key messages are delivered in a co-ordinated, targeted and timely manner to the media, partners, councillors, businesses and the public.
59. This has included the design and distribution of a COVID-19 Community and Volunteers Pack and Community Groups Directory which has gained national recognition; approximately four Members Briefings a week; A large number of service-focused newsletters for COVID-19 for residents; (Communities, Business, Schools and Wellbeing); A hugely successful social media campaign, which has generated greatest reach of any Wiltshire Council campaign to date with a 7.6m cumulative reach; 121K COVID-19 webpage visits and 6,500 views of videos on YouTube with significant views directly on social media. Further details can be accessed via <http://www.wiltshire.gov.uk/public-health-coronavirus>

Staffing and Organisation Resilience

60. The staffing and organisational resilience cell has been responsible for ensuring the workforce is mobilised to respond to COVID-19.
61. With a workforce approx. 4600, workforce data has been important in supporting the mobilisation and redeployment of staff. Daily "situation reports" created to provide a snapshot of service status have been completed by each head of service and have assisted with identifying staff who are not working or can be diverted to higher priority work.
62. A new COVID-19 policy was implemented fully on 24 March to support the redeployment of staff quickly. This has temporarily superseded some existing policies and was developed with the involvement of Trade Unions representatives, recognising that the successful application of this policy would only be possible through the goodwill, flexibility and commitment of our staff. The policy continues to be reviewed as the situation and national guidance changes, and further changes will be made if necessary.
63. Since the confirmation of the lockdown arrangements all staff, except those in essential services or doing essential work in the community, have been working from home and told not to come into their workplace until further notice. Guidance has been issued to staff about how to work effectively remotely and IT support is being provided as a priority to ensure employees can work from home.
64. There are numerous examples of staff redeployment, but the Community Wellbeing Hub required an initial and rapid response resulting in 75 staff

volunteers being assembled to make calls to vulnerable residents from 27 March until 9 April, including over the weekends. These staff volunteers gave reassurance that the workforce would respond when other issues of capacity needed to be addressed.

65. Subsequently there has been redeployment of nearly 400 staff to roles supporting essential services, including 86 staff currently supporting calls to and from the hub. Alongside this, many hundreds of the workforce have been undertaking other duties to ensure their services are providing the response needed. For example, staff from the Economic Development & Planning Directorate processing applications for business grants as part of a team of 80 staff doing this work. As part of the council's response many cases staff are working as part of a 7-day rota to ensure the response is provided over weekends and on bank holidays.
66. To prepare for increased demand 37 additional care support workers have been recruited with their training focused on the delivery of domiciliary care and condensed from 5 days to 2.5 days. Work with the health and care cell to develop domiciliary care support for care homes and care providers is likely to require this additional resource.
67. The cell is exploring opportunities to furlough income-funded staff, for example in leisure and City Hall who have not been redeployed, with advice from the office of the Minister of Housing, Communities and Local Government. The cell has also been co-ordinating COVID testing for all staff.
68. Work to identify specific workforce issues that may require additional focus to enable our staff to continue to perform during the ongoing challenges will continue and will support forward planning in preparation for the easing of lockdown restrictions and the anticipated surge in demand for some services. Timescales for returning to a steady state are yet unclear.
69. Further interventions to support the workforce have been:
 - a. A comprehensive staff welfare support offer, with a focus on the mental, emotional and physical wellbeing recognising the impact of COVID-19 on our staff and their families as well as the impact of current working arrangements. We are aware that some staff have struggled with this, particularly where they live alone or have caring responsibilities.
 - b. The roll out of Microsoft Teams which has enabled more 'virtual' face to face meetings and discussions and is supporting staff with the interaction needed with their managers and colleagues. This has been with training provided virtually or via videos, and nearly 1,200 staff have accessed this.
 - c. Regular communications have been key throughout the response and there has been a variety of ways in which these have been delivered to ensure staff receive the information they need as well as positive messages to maintain morale. As well as the usual manager wires and global messages this has included video logs by the senior leadership team and The Leader, a live CEO webinar for staff to ask questions and a range of staff engagement initiatives

including #CommunityHeroes, a social media campaign to highlight the great work of our staff in the response.

70. Work to develop a return to the workplace plan is now underway. This will take account of any reducing of restrictions and is anticipating that working at home will continue to be a requirement wherever possible.
71. An employee wellbeing and engagement survey has been launched with the aim of understanding the impact of the working arrangements during the response and to get information that can inform planning for the future phases of restrictions. It will be important that we maximise the learning and positives from current working arrangements as these will also support recovery and the further need for more agile working and the council's climate change ambitions.

Legal, Democracy and Governance

72. The new legislation introduced in March to support the Government and local authorities in responding to the pandemic is covered in paragraphs 19-25 above. The legal team have been providing advice and support on a wide range of issues arising from COVID 19 and on the application of the Act and Government guidance in the local context.
73. Regulations made under the Act have enabled local authorities to hold council meetings remotely. This relaxation of the requirements for council meetings will apply up until 7 May 2021.
74. Arrangements have therefore been made for meetings of this Council, Cabinet and Committees to be held remotely to discharge essential business. Details are set out in Briefing Note 20-16
<https://cms.wiltshire.gov.uk/ecSDDisplayClassic.aspx?NAME=SD4373&ID=4373&RPID=21765589&sch=doc&cat=13483&path=13483>.
75. Specific arrangements have been made for planning committee meetings to be held remotely. The Strategic Planning Committee is holding its first virtual meeting on 13 May 2020. Arrangements for area planning committees will be confirmed shortly.
76. Area Boards are not meeting formally, though Area Board Members are engaging with the public, community groups and parish councils with support from Community Engagement Managers. Urgent decisions, such as grant determinations, continue to be taken by the Leader, after consultation with the relevant Area Board Members. Other informal Area Board business, such as Community Area Transport Groups, Local Youth Networks, Health and Wellbeing Groups, ABC meetings may be conducted remotely where officer and Member resources allow. Arrangements are being made to ensure that the election of chairman and vice-chairman of Area Boards takes place as close as possible to the usual timeframe.
77. Local by-elections and other polls scheduled until 6 May 2021, including the Police and Crime Commissioner election, have been postponed under the legislation.

78. Urgent Executive decisions made by officers under delegated authority in response to the COVID-19 pandemic, including those made under emergency powers under the Council's Scheme of Delegation to Officers are included at appendix 1.

79. Arrangements for Overview and Scrutiny during the pandemic have been agreed as outlined in Briefing Note 20-17

<https://cms.wiltshire.gov.uk/documents/s176470/BriefingNote20-17OverviewandScrutinyduringCOVID19.pdf>

Specific Council Services

80. The Council has continued to maintain essential services throughout the COVID-19, including highways, new waste collection rounds and maintain progress on strategic transport and highways plans. However, following advice and guidance from the Government certain services have been reduced or stopped, e.g. Household Recycling Centres. Many of these staff have been redeployed to undertake other essential work.

81. Government published guidance on 23 March regarding the requirement for people to stay at home to reduce the spread of COVID-19. The four reasons given that effectively defined what would be regarded as being essential travel did not include visiting a household recycling centre to deposit waste. Along with all neighbouring authorities, Wiltshire Council decided on 24 March to close all ten of its HRCs in order to support the public in staying at home, protect the NHS and save lives. We continue to monitor Government guidelines and will review our position alongside this.

Recovery

82. Under the Civil Contingencies Act 2004, Wiltshire Council, as the Unitary Authority in Wiltshire, has a responsibility to establish and lead the Recovery Coordinating Group and develop a strategic recovery plan based on a comprehensive needs assessment across the Wiltshire footprint, Swindon Borough Council likewise have the same remit for their respective local authority footprint.

83. The Chief Executive Officers are already planning for recovery and developing the associated governance, notwithstanding the fact that the timing of the transfer from response to recovery is at this point in time unknown.

Overview and Scrutiny Engagement

84. The COVID-19 task group which has been established in accordance with the arrangements agreed in paragraph 21 above will provide initial views on the Council's response as outlined in this report. The terms of reference of the task group will be determined by the Overview and Scrutiny Management Committee on 2 June.

Safeguarding Implications

85. Safeguarding implications have been fully considered as part of the work of on support for vulnerable people within the Communities cell. This has included children at risk, domestic abuse, mental health, learning disabilities, rough sleepers and substance misuse.

Public Health Implications

86. This has been referred to throughout the report.

Procurement Implications

87. A sequential approach to supplier relief has been agreed, ensuring that suppliers access central government support where possible first and work with us on an open book basis when necessary.

Equalities Impact of the Proposal

88. Work is still underway to fully understand the impact of the pandemic on those with protected characteristics. The Council has been working with partners across the footprint on Wiltshire, to ensure that those most vulnerable in the community are supported through this incident. Advice has been drafted to Directors on ensuring equality implications are considered as part of decisions made and in interim changes to service delivery.

Environmental and Climate Change Considerations

89. The pandemic has had a highly disruptive effect on the economy and consequently seen a reduction in greenhouse emissions. As recovery begins, the good practice and lessons learnt on areas such as video-conferencing and alternative service delivery will be evaluated to ensure this continues where appropriate.

Risk Management

90. Risks associated with COVID-19 response have been incorporated into this report and COVID 19 related risks are owned and regularly reviewed by the Chief Executive Officers through the Council's Gold Response structure.

Finance Cell Update - Section 151 Officer Commentary

91. The response to the COVID-19 pandemic will have immediate and undoubtedly long lasting significant financial implications for Wiltshire's economy, communities and residents as well as the Council itself.

92. Government, to date, have announced two tranches of emergency COVID-19 grant funding to Local Government amounting to £3.2bn, for Wiltshire this amounts to £25.5m. In addition, the Council was awarded £3.2m in Hardship Grant funding to provide further council tax relief for vulnerable residents. The Council, together with partners, will continue to press Government hard on ensuring further funding support.

93. In early April an assessment of the financial impact was undertaken by the Section 151 Officer. This took the view of two potential scenarios, the first a period of 3 months lockdown and the second a 6-month lockdown, with both scenarios having knock on consequences over the course of the financial year. The latter scenario formed the basis of the Councils return back to the Ministry of Housing, Communities & Local Government (MHCGL) on 15 April.
94. It should be noted that estimates at this stage should be caveated, and whilst some are known and can be estimated with a level of clarity e.g. lost income, others are assumptions and much depends on the timescales of the lockdown impact, as well as key metrics and data e.g. universal credit claimants, to gauge the severity of the financial impact.
95. At this time, it is estimated that the total financial impact, that is additional spend, lost income as well as changes to Council plans that can no longer be delivered e.g. saving plans, will be between £47.6m and £80.3m. When this is offset against the total level of Government funding support received to date of £28.8m, leaves a shortfall in Council finances of between £18.8m and £51.5m. The level of General Fund reserves the Council holds, prior to the finalising of the outturn for 2019/20, is £15.1m.
96. The Council will continue to refine and update its modelling based on actual data and updates from Government, particularly around the anticipated lifting of lockdown. Normally, monthly budget monitoring would not take place in April, but this will now be undertaken in detail to assess the activity within the accounts with specific focus on those functions and services where there is additional spend as well as providing an assessment on income lost.
97. With the financial landscape constantly changing, it is hoped that the improved accuracy and clarity on the current forecast will provide a more informed position to enable future critical decisions to be made. Integral to this is the assessment of collection rates and debt that will arise from the Councils main core funding resource, council tax and business rates. It is unlikely that, given the Councils move to support residents and businesses by deferring payments for 2 months until June, this position will not be understood fully until that time.
98. It is without doubt that this represents a significant risk and threat to the continuation of the Council in its current form, and whilst the full picture will become clearer it is almost inevitable that decisions will be required in future to ensure the Council delivers a balanced budget in 2020/21 and ongoing.
99. Many of the funding bases and assumptions around the base level of demand for services within the Council's approved base budget will have now shifted, potentially permanently, e.g. level of car parking income, level of residents claiming council tax support, added to this the anticipated latent health and social care demands within the population that will arise over the long term. The metrics for these will have to be reviewed and assessed to understand the ongoing longer-term impact on Council finances.
100. With the Government's spending review now delayed there is even further uncertainty over the funding position for 2021/22, however the MTFs already had

a gap of £24.5m that would have had to have been addressed before the consequences of the COVID-19 pandemic.

101. CLT have already started to look at existing plans and programmes for 2020/21 with a view to recommending to Cabinet plans to focus and/or defer programmes until there is clarity on the financial position as well aligning the Councils resources for recovery. Proposals on mitigations to the Councils financial position are also be worked on during the coming months, with the focus on right sizing the Councils budget, as far as practical, and reducing the Council's current cost envelope and the forecast financial impact in 2020/21.

Conclusions

102. Overall, Wiltshire Council has overseen a significant and timely response to the emerging threat of the pandemic in Wiltshire. This has involved the suspension of a number of services, the redeployment of staff to support the most vulnerable, extensive support to business and suppliers, strong partnership working with health and care and other agencies, and a significant communications effort and close working with local communities and voluntary groups. Schools and early years settings have also been supported to rapidly adjust to new government guidance. The council is committed to continuing this effective partnership working as we move towards a renewal of strong local communities and a return to growth in our local economy.

103. A further report will be presented in June, which will include further information on the Council's response and recovery plans.

Alistair Cunningham, Chief Executive Officer, Place
Terence Herbert, Chief Executive Officer, People

Report Author: All Directors

11 May 2020

Appendices

Appendix 1 – list of officer decisions

Appendix 2 – Timeline associated with the COVID-19 response

Background Papers

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

[Integrated Emergency Management Plan](#)

<https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>.

<https://local.gov.uk/sites/default/files/documents/Changes%20to%20local%20authority%20powers%20and%20duties%20resulting%20from%20the%20Coronavirus%20Act%202020%20WEB.pdf>

<https://www.ons.gov.uk/peoplepopulationandcommunity/birthsdeathsandmarriages/deaths/bulletins/deathsinvolvingcovid19bylocalareasanddeprivation/deathsoccurringbetween1marchand17april>

Appendix 1: List of executive officer decisions taken during the pandemic

- 17/03/2020 Pause on all group activity and gatherings in Libraries across Wiltshire
- 17/03/2020 Closure of City Hall to the Public
- 18/03/2020 Suspension of sports related activity
- 18/03/2020 Removal of the 9.30am bus pass activation time
- 18/03/2020 Postponement of Neighbourhood Planning referenda and elections scheduled from 19 March
- 20/03/2020 Closure of all Libraries and Leisure Centres
- 20/03/2020 Cessation of food inspections (pursuant to FSA advice)
- 20/03/2020 Staffing Policy – COVID-19 Policy
- 23/03/2020 Approach to commercial tenants' rent payments
- 25/03/2020 Closure of Household Recycling Centres
- 25/03/2020 Closure of Play areas

25/03/2020	Cancellation of Indoor and Outdoor Markets (excepting food stalls)
26/03/2020	Free parking and relaxation of civil enforcement
26/03/2020	Closure of Salisbury Park and Ride
26/03/2020	Approach TEN tenants rent payments
27/03/2020	Approach to council tax and business rate collection
27/03/2020	Closure of chapels at our seven crematoria
27/03/2020	Lease of accommodation for rehousing homeless
30/03/2020	Deferral of green waste collection charges
31/03/2020	Treasury Counterparty Management Limits increased from £15m to £30m
01/04/2020	Suspension of non-urgent housing repairs
01/04/2020	Suspension of child employment arrangements during COVID 19.
06/04/2020	Emergency food parcel service enabling payment from those that can.
13/04/2020	To include BANES patients in the S136 Suite in Devizes, Green Lane Hospital. (with Police, AWP and BSW CCG)
14/04/2020	Additional financial support to Food Banks
15/04/2020	Extension of existing licenses under the Animal Welfare (Licensing of Activities Involving Animals)(England) Regulations 2018
20/04/2020	Move to payment of all Adult care domiciliary providers to advanced payments (based on support plan hours)
20/04/2020	Variation to payment for early year providers for the summer term 2020
20/04/2020	Revision to Child Employment suspension proposal enabling employers to apply for dispensation with health and safety assurances (DfE guidance)

Appendix 2: Timeline associated with the COVID-19 response

December 2019	Outbreak starts in Wuhan, China
January 2020	Heathrow begins screening arrivals from Wuhan. First two UK cases – two Chinese nationals test positive Britons arriving back from Wuhan are quarantined for 14 days
31 January 2020	Local Resilience Forum (LRF) Strategic Coordination Group (SCG) considers local preparedness
February 2020	Health Protection (Coronavirus) Regulations are laid enabling enforced quarantine for those believed infected First repatriation flights to Boscombe Down Voluntary restrictions, social distancing and self-isolation if symptomatic are advised. First community transmission of cases within the UK
3 March 2020	Coronavirus Action Plan published by Government
5 March 2020	First 3 positive cases in Wiltshire identified. SCG meets weekly.

11 March 2020	Daily meetings of Wiltshire Council 'Gold' commence
12 March 2020	Government announces we are moving from 'Contain' to 'Delay' phase – handwashing for 20 seconds and self-isolation for those with symptoms advised
16 March 2020	Prime Minister advises against non-essential travel and contact with others; ends emergency service support for mass gatherings. First related death in Wiltshire announced.
17 March 2020	Chancellor announces business loans, rate relief and grants
18 March 2020	Closure of schools to most, from 23 March, announced
19 March 2020	Major incident declared by Wiltshire and Swindon Local Resilience Forum
20 March 2020	Prime Minister orders all pubs, cafes, leisure centres, libraries to close. Furlough scheme announced.
21 March 2020	Shielding of extremely clinically vulnerable commences for 12 weeks
23 March 2020	Nationwide lockdown announced, with police to be granted powers to enforce social distancing
25 March 2020	Coronavirus Act passed, postponing elections, enabling virtual meetings, easing some statutory requirements
26 March 2020	The Health Protection (Coronavirus, Restrictions) Regulations 2020 permit people to leave their house for limited reasons - food, medicine, exercise or essential work
16 April 2020	Lockdown extended for 'at least a further three weeks'
24 April 2020	Mobile testing unit opens at Salisbury Park and Ride

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Wiltshire Council

Cabinet

9 June 2020

Subject: COVID-19 and Financial Update

**Cabinet Member: Cllr Philip Whitehead, Leader of the Council and
Cabinet Member for Economic Development**

Executive Summary

Wiltshire Council continues its work with partners to ensure the most vulnerable in the community are supported, local businesses receive support and funding allocated to the county and critical council services can continue to deliver essential services during what is an unprecedented and rapidly changing incident.

Following the report provided to cabinet in May, this paper includes the latest public health data and further information on the Council's response as at the end of May. Alongside this, emerging plans for the recovery are provided with further detail on the Council's financial position for the year ahead and the provisional capital and revenue outturn.

As restrictions are lifted in line with the government's roadmap and based on the latest scientific advice, plans are being developed in a number of areas including an Outbreak Management Plan which sits alongside new test, track and trace measures; a Care Home Support Plan that captures our support for the sector on issues such as finance, staffing and PPE; and plans are being developed for the reconfiguring of our public spaces to aid social distancing.

Alongside this, suspended services are being reopened where it is safe to do so and we are providing support and guidance to schools and early years settings to support more children to return and rapidly adjust to new government guidance.

The Council's provisional outturn for the 2019/20 financial year is set out as well as the use of emergency funding and the amount carried forward into 2020/21. The report outlines the Capital outturn for 2019/20, the slippage into later years and the outcome of the review of the Capital Programme for 2020/21 and the impact of that review on the planned investment in the current financial year.

Lastly the report provides full details on the modelling, assumptions and current estimated financial impact to the Council of responding to the COVID-19 pandemic and the anticipated impact for the remainder of the 2020/21 financial year. It gives detail on the Council's submission to the Government in May that set out the forecast impact on the Council's finances and sets out the conditions and timing for the necessary action to be taken to mitigate against the current forecast financial position.

Proposal(s)

Cabinet is asked to

1. Note the 2019/20 revenue outturn position and the use of emergency Government funding in the last weeks of March to offset the impact of the COVID-19 pandemic.
2. Approve the transfers to and from the Councils earmarked reserves as detailed in Appendix B.
3. Approve the transfer of the £0.468m provisional outturn underspend to the General Fund Reserve.
4. Recommends to Full Council to include slippage from the 2019/20 Capital Programme of £35.535m is added to the 2020/21 Capital Programme.
5. Approve the review of the Capital Programme 2020/21 and the deferral of schemes shown in Appendix D to the total of £101.683m into the 2021/22 financial year.
6. Note that a further report will be presented in July, which will include a further update on the Councils finances and further details on actions to mitigate the forecast financial position.
7. Note the Section 151 officer's summary of the impact of COVID -19 on the Council's 2020 / 2021 budget and Medium-Term Financial Strategy.

Reason for Proposal(s)

This report provides Cabinet with a further update on the work undertaken and ongoing by Wiltshire Council in response to the COVID-19 outbreak. The response to the pandemic has and will have immediate and long-lasting implications for Wiltshire's economy, communities and residents as well as the Council itself. It is therefore necessary to regularly update cabinet on the short and long-term actions that are being taken to address the impact of this pandemic.

Alistair Cunningham, Chief Executive Officer, Place
Terence Herbert, Chief Executive Officer, People

Wiltshire Council

Cabinet

9 June 2020

Subject: COVID-19 and Financial Update

Cabinet Member: Cllr Philip Whitehead, Leader of the Council and Cabinet Member for Economic Development

Purpose of Report

1. To provide an update on the impact of COVID-19 in Wiltshire and the Council's response to the incident, including the associated financial challenges. The council continues to evaluate its position and develop plans for recovery. The work on this and the response will continue to support the Council's overall vision to create strong communities, through protecting the vulnerable, growing the economy and working innovatively and effectively.

Public Health Update

2. As of Sunday 31st May, 152,176 people in England had tested positive for COVID-19, and there have been confirmed 34,272 deaths of people who have had a positive test result in all settings. Further information available at <https://coronavirus.data.gov.uk/>
3. With specific respect to Wiltshire, there have now been 529 people who have tested positive for COVID-19. The rate of positive cases in Wiltshire is 106 per 100,000 population which is still lower than that seen in England which is 272 per 100,000 population. Up to the 15th May, 296 registered deaths involving Covid-19 in all settings in Wiltshire had occurred. Further information on weekly mortality is available at <https://www.ons.gov.uk/peoplepopulationandcommunity/healthandsocialcare/causesofdeath/datasets/deathregistrationsandoccurrencesbylocalauthorityandhealthboard>
4. On 22 May the Department for Health & Social Care announced that local authorities in England, through the Director of Public Health, will lead local test, track and trace efforts through the development of an Outbreak Control Management Plan by the end of June 2020. The plans will cover the following areas:
 - Care homes and schools

- High risk workplaces, locations and communities e.g. meat packing factories, migrants, ports, homeless shelters, religious communities
 - Locally deployed testing capacity
 - Contact tracing
 - Data integration and measurement of R number at local level
 - Vulnerable people - shielding hubs – support for people who need help
 - Governance
5. Wiltshire will be developing its Outbreak Control Management Plan and modelling the workforce requirements needed to fulfil the local element of contact tracing with local partners over the next few weeks. In addition, the public health team are working closely with PHE South West to ensure a consistent approach that effectively bridges the different levels of testing and tracing in the system between national, regional and local.

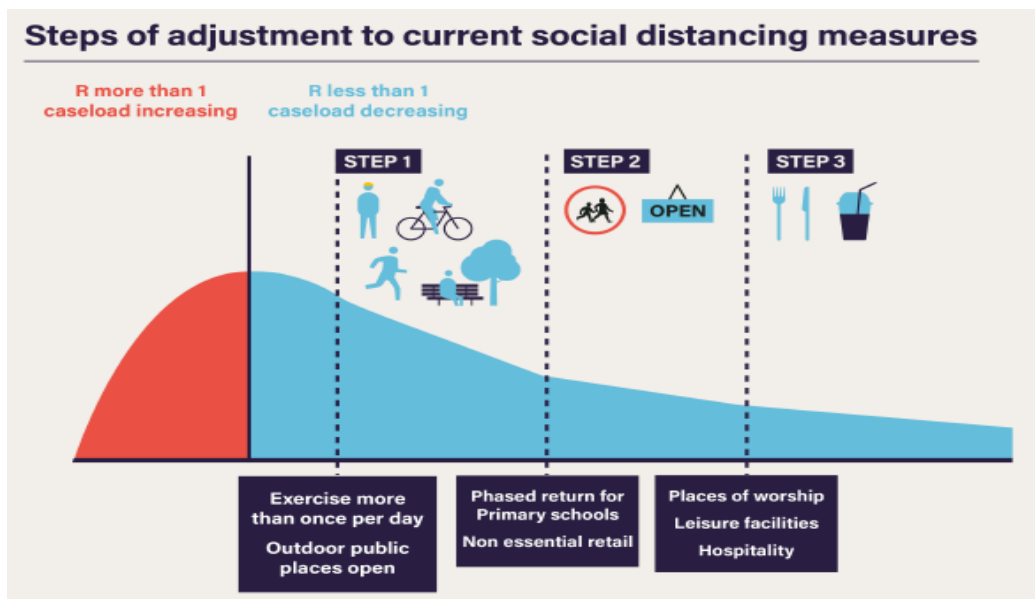
Wiltshire Council response

6. The COVID 19 Gold group continues to oversee Wiltshire Council's response, chaired by the CEOs and attended by Directors and other senior officers. The cells in place are the same as reported in May but with the addition of Safer Public Places. An update has been provided on the work of each cell in **Appendix 1** with a high-level summary below.
7. Work on Safer Public Spaces is being delivered in line with government guidance. This involves aiding social distancing in areas of high footfall (such as High Streets and transit stations) through measures such as widening footpaths, additional signage and implementing pedestrian one-way systems. The opportunity is being taken to encourage active travel (walking and cycling); and the Council has formed multi-disciplinary teams of Officers for each community area who have initially been asked to identify at pace potential sites and measures using their local and technical knowledge, working with local stakeholders as appropriate.
8. Close working continues with the NHS and we have submitted our care home support plan to government, which includes financial support as well as support on PPE, staffing and management of any outbreaks.
9. The work of the Wiltshire Wellbeing hub continues with contact made with over 23,000 of Wiltshire's most vulnerable residents and working with 450+ voluntary groups to support them. Over 1200 food parcels have been delivered to residents. Alongside this, demand for statutory services is rising and plans for the sustainability of placements for rough sleepers being developed.
10. Support for business continues with over £80m disbursed to date; development of a discretionary grant offer; an advice contact centre in place and the implementation of additional schemes to support emerging priorities such as the reopening of non-essential retail.

11. Plans for the phased return of children and students in certain year groups have been developed with input from public health, passenger transport, health and safety, facilities maintenance, human resources, education psychology and school effectiveness; these plans focus on the safety of the school community. Risk assessments have been developed to manage the complexity of this next step. Personal Protective Equipment (PPE) has been procured for educational settings, in-line with government guidance.
12. Staffing and organisational resilience continues to be addressed with the implementation of a robust return to workplace process ensuring public health and occupational health sign-off on risk assessments for teams where it is deemed essential to return to the workplace. Staff continue to be redeployed and furloughing of income funded staff has been implemented.
13. Standing updates will be provided to future meetings of cabinet covering the latest developments and implications for the council's finances.

Planning for Recovery post COVID 19 Response phase

14. The UK Government has recently published its COVID-19 recovery strategy 'Our Plan to Rebuild'. The overriding priority remains to save lives, however, to do that the government acknowledges that life will be different, at least for the foreseeable future.
15. Therefore, the Government's aim at the centre of this plan is to:
 - Return life to as close to normal as possible, for as many people as possible, as fast and fairly as possible
 - In a way that avoids a new epidemic, minimises lives lost and maximises health, economic and social outcomes



Steps of adjustment to current social distancing measures. As the caseload falls, different steps can be taken to adjust social distancing measures.

16. The three steps as part of this plan are broadly:
- Step 1 – the extremely clinically vulnerable continue to shield and workers should continue to work from home rather than their normal physical workplace, wherever possible. People can exercise outside the home as much as they like whilst social distancing remains in place. Investment in clinical studies continues and a system for testing, tracking and tracing is established.
 - Step 2 – phased return of some year groups to schools (from 1 June) and non-essential retail to open with appropriate risk assessments in place (during June).
 - Step 3 – adjustments to the remaining measures, such as additional year groups returning to school, campsites permitted to reopen etc. The Government's current planning assumption is that this step will be no earlier than 4 July, subject to a number of tests and further detailed scientific advice, provided closer to the time.
17. The Wiltshire and Swindon LRF (LRF) has established robust guidance providing agencies with a strategic overview of major incident procedures and under the Civil Contingencies Act 2004, Wiltshire Council, has a responsibility to lead recovery and develop a strategic recovery plan, with a CEO chairing the Recovery Coordinating Group (RCG).
18. As such, at the time of writing this report, Wiltshire Council has made plans to begin assuming responsibility for recovery from the Strategic Coordinating Group in line with Government's move to phase two i.e. from June 2020 and stand up a shadow RCG. This is in common with the approach from other LRFs around the country.
19. As with every local authority, Wiltshire Council's capacity and organisational resilience to lead and support recovery, immediately following the significant and very challenging response phase should not be underestimated. The impact of the lockdown combined with the response phase has exposed the core funding basis for local government, more than any other public sector organisation, and has led to the whole sector being placed under significant financial risk and doubts over the future sustainability. This risk may therefore impede or limit the ability to which the Council can resource and deliver a large scale recovery programme whilst maintaining all its other statutory services. Any recovery programme would be further compounded in the extreme event that the Council's Section 151 Officer were to serve a section 114 notice.
20. An added complexity relates to a potential second wave later in the year and possibly subsequent waves and the identification of triggers for return to a response phase. This will be informed by the steps set out above, the government's threat levels set out in the [UK Road Map](#) and aided by strong local plans for containment including local early warning systems, robust modelling and test, track and trace capabilities.

21. Added to this, although the Government has invested in several areas of the response phase to support the economy, communities and health, Senior Officers in Wiltshire Council will assume responsibility for the following element of the Governments recovery plan - such as:

- a. Overview and assurance of PPE supply in Wiltshire and to oversee the rollout of the clipper system, across all sectors as required.
- b. Under the statutory responsibilities placed on the Council and in accordance with our care home resilience plan, the requirement of the Council will be to provide financial support, risk assess the financial sustainability, assist with staffing levels and access to PPE across care homes. The Care Home Strategy also puts the responsibility on the Council to provide cover on a 7 day a week basis, ensure there is a health offer for infection control and clinical support and provide alternate accommodation should the risk of infection warrant it.
- c. The requirement of the DPH to develop and coordinate the delivery of the Local Outbreak Control Plan to support the new test, trace and contain service being rolled out nationally to take a place-based approach to containing the spread of infection. The aim is to keep the virus under control through improved coordination and local community engagement.
- d. Review and where required ensure pandemic preparedness and response plans in anticipation of possible future waves and evaluate the resources for subsequent waves

22. Reflecting on this and acknowledging that there will be greater and increased levels of need, less income and less funding to provide services, the aim of the recovery plan is to enable Wiltshire agencies and partners to support local residents, communities and businesses and responding organisations to manage their recovery from the incident.

23. The recovery plan will focus on five major themes supported by all the major partners:

- Community Resilience
- Health and Wellbeing
- Economic Sustainability
- Care, Safeguarding and Education
- Partner Organisations' Internal Recovery Plans*



**Aligned and integrally linked to the achieving the outcomes and delivering the outputs set by the RCG will be Wiltshire Council's own recovery programme as it resets its own priorities and respective services in light of COVID 19.*

24. The plan will be evidence and data led and a baseline needs assessment will be undertaken to assist in identifying need and determining priorities.
25. It is proposed that the plan will be to create and implement a strategy for a resident and community led approach which engages, empowers, enables and communicates with Wiltshire communities and businesses.
26. The intention is that the RCG will develop a placed based approach to recovery, possibly based on the Market towns, covering areas such as economic sustainability / high street regeneration; community resilience, health and wellbeing, care, safeguarding and education.
27. A more detailed paper will be presented to Cabinet in July.

Provisional Outturn Financial Year 2019/20 (Revenue)

28. Cabinet, at its meeting on 4 February 2020 considered the quarter 3 position that reported a forecast £2.758m overspend for the Council. Within that services were forecasting to overspend by a larger amount. In the quarter 2 budget monitoring report a recovery plan set out the intended use of £4.503m earmarked reserves which, together with underspends arising from capital financing and government grants, would bring the forecast overspend down.
29. With the onset of the COVID-19 pandemic in March, the closing of the accounts

had to be temporarily re-prioritised, this was actioned in the knowledge that the deadlines for accounts closure and sign off had been pushed back to the end of September 2020. The Council is in on course to meet its statutory requirements for the 2019/20 accounts and external audit.

30. It should be noted that that the 2018/19 accounts remain unsigned, however the outstanding technical changes to the accounts and adjustments to statements have been agreed with the external auditor. It was intended to take the final set of accounts to the next scheduled Audit Committee to ensure transparency in formally signing off at a public meeting, despite the delegation given to the Section 151 Officer to complete the process with the Audit Committee Chairman.
31. Although there is some outstanding technical accounting to be completed, most notably on the collection fund and final assurance checks to be carried out, the provisional outturn for 2019/20 stands at a £0.468m underspend.
32. Within this figure however services were still overspending. After taking into account the use of earmarked reserves that were put forward in quarter 2, together with the in year movements and proposed roll forwards left an overspend of £1.235m. The table below then details the proposed transactions that will maximise funding at year end that leads to the provisional outturn for 2019/20.

	£m
Draft Provisional Outturn	1.235
<i>Proposals to maximise funding:</i>	
- Use of BT Gainshare	(0.918)
- Use of Restructure & Contingency Reserve	(0.250)
- Additional Waste Services transformation funded by capital receipts	(0.254)
- COVID-19 loss of income and additional service spend	(0.281)
Final Provisional Outturn	(0.468)

33. The main driver in ensuring that the Council finished 2019/20 with a balanced budget was to utilise the opportunity that the outturn presents to maximise sources of funding against actual spend incurred, thereby providing clarity on the level of resources available to meet the significant financial challenges that lay ahead in 2020/21, and crucially this also meant the protection of the General Fund reserve balance, which has now increased from £15.1m to £15.6m.
34. The full use of earmarked reserves in 2019/20 is detailed in Appendix B and shows the opening balances, the in year movements that have already been approved at previous Cabinet meetings, the quarter 2 proposed withdrawals, the additional requests to draw down funding and the year end transfers to give the closing balances for all the earmarked reserves held as at 31 March 2020.
35. The year-end transfers relate to technical accounting adjustments of £0.733m, formal requests for rollover of grants and contributions received that amount to £0.692m. New requests to draw down grants amounting to £0.151m, £1.323m

use of the restructure and contingency reserve which the majority was for the Salisbury recovery and £4.675m transfer from business rates equalisation reserve to deal with the deficit on the business rates collection fund as reported to Government.

36. In addition to the £0.692m grants rollover mentioned above, it is also proposed that £11.079m, which is the balance of the £11.578m emergency funding for COVID-19 that was received in March to cover the financial impact of the pandemic, is rolled forward into 2020/21.
37. This therefore utilises £0.499m of emergency funding in 2019/20, these figures have been included within the reported provisional outturn and the table below details what the funding has been allocated against.

Area	Description	Amount £m
Community Resilience Hub	Setting up contact centre, managing food parcels for vulnerable, etc.	0.002
Death Management	Setting up transportation and temporary morgue arrangements	0.154
Working arrangements	Direct IT & telephony costs to deal with the response	0.063
Children's Social Care	Additional payments	0.004
Adult Social Care	Care placement pressure	0.052
Loss of income	Car Parking and Leisure	0.224
Total		0.499

38. An explanation of the main changes in outturn variances from quarter 3 to quarter 4 is included below and a detailed financial position by service is shown in Appendix A.
39. Adults 18+: Budget £48.382m – overspend £4.254m
 A new payments system, ContrOCC, was introduced late in 2019. A change in practice due to stricter system controls caused considerable challenges for the Council and providers on improving the accuracy of invoices between October and January and only started to improve from February. This affected the accuracy of projections in quarter 3 and work will continue in 2021, to continue the quality of reporting in this service. It is most prevalent within the Adults 18+ area. An additional £0.500m adverse movement from the quarter 3 forecast was as a result of a technical accounting adjustment made in respect of the treatment of an element of the improved Better Care Fund grant that was funding Public Protection activity.
40. Mental Health: Budget £18.301m – underspend £1.382m
 The change in variance since last reported is due to an additional recharge to the Clinical Commissioning Group for individuals whose funding moved from social care to health responsibility during the year, either under Continuing Healthcare rules or Section 117 rules but where the Council continued for a

period to pay the provider. We have implemented processes to improve the forecasting of this in the future so variances will be identified sooner.

41. Learning Disabilities: Budget £52.187m – underspend £1.426m

Leading up to the end of the financial year the Council reached agreement for back-dated repayments of costs incurred by it in respect of a small number of individuals whose care should have been funded by the NHS.

42. Children's Commissioning & School Effectiveness: Budget £10.841m - underspend £1.374m

Both Children's Commissioning and School Effectiveness have put mitigation plans in place to delay expenditure and hold vacant posts where safe and practicable to do so. The combined underspend is £1.099 million

43. Children & Young People with Social Care Needs: Budget £42.782m – overspend £2.034m

This is largely due to additional demand for care placements for children in local authority care which exceed budget estimates by £1.498 million. Demand has increased and the budgeted number of weeks care for children is exceeded by 737 weeks care. In addition to this, there are an insufficient number of in house foster carers and so IFA placements with a more expensive weekly fee have been necessary. The recovery plan around this is based on Fostering Excellence programme of work, due to be launched with effect from 1 April 2020. This has incurred a slight delay due to the confines of other safeguarding priorities during a pandemic. Other smaller overspends are in external legal fees where there has been an increase in cases going to court and cross cutting and other savings which have not been achieved. These are offset by vacancies in some teams.

44. 0-25 Service: Disabled Children & Adults: Budget £27.481m – overspend £2.212m

This comprises a 22% demand increase above planned in SEN transport equating to £1.432 million and higher numbers of SEN placements and packages for children with complex needs - these are £0.722 million overspent, equating to 793 weeks more care than originally budgeted. The mitigation attached to these will form part of the FACT transformation workstream, a good education for all and the transport budget will benefit from the inclusion agenda for children & young people with SEN and disability in mainstream schools, part of the high needs block working group. The service is working in partnership with stakeholders to effect transformational change and SEN services have transferred service areas to align with School Effectiveness where benefits and synergies can be exploited. The pressures on the DSG high needs block are outlined elsewhere in this report but are of significant concern. This transformational change is only possible with flexible use of capital receipts to enable the transformation agenda.

Provisional Outturn Financial Year 2019/20 (Capital)

45. The final approved Capital Programme for 2019/20 stood at £145.536m and the total capital expenditure for the year was £109.963m.

46. Slippage of £35.573m will be rolled forward into 2020/21, increasing the approved programme for the year to £297.108m.
47. An explanation of the main variances is included below and a detailed financial position by scheme is shown in Appendix C.
48. West Ashton/ Yarnbrook Junction Improvements is a SWLEP Local Growth Scheme for the construction of a relief road from the A350 Yarnbrook and West Ashton. There has been a three month delay with design, however the programme is on track to deliver in 2020/21. The full business case is under development pending board approval in July 2020 and construction works due to commence in October 2020.
49. Commercial – Housing. The process for purchase was agreed by Stone Circle Housing board in the last quarter of 2019/20. Properties were procured but in response to the Covid-19 pandemic they were taken by the HRA so as to help address homelessness. The Council on behalf of the company is actively engaged with the market now to secure properties.
50. Disabled Facilities Grant. Officers have been identifying programmes throughout the year with the aim of fostering closer working between housing, health and care commissioners to evaluate the impact of DFGs and to strengthen the links between DFGs, Community Equipment services and Assistive Technology. It was forecast that expenditure incurred on Integrated Community Equipment Service would be funded through the DFG grant but upon review a more appropriate funding source was identified that released the DFG grant for future initiatives.
51. Structural Maintenance. The exceptionally wet weather this winter caused significant damage to the road network and resurfacing and repair work was brought forward to address the safety issues and take advantage of the reduced traffic flows because of Covid-19 restrictions. £3.684 million budget was brought forward from 2020/21.
52. IT schemes. There has been a delay with the programme in 2019/2020 due to a complete review of the programme and a more robust Business case development and approval process. This now ensures all Business cases coming forward are completed consistently and have input from all services involved including support services like Finance, HR, Legal and Procurement.
53. Army Rebasing Schemes. Several large construction projects have taken place at schools in South Wiltshire during 2019/20 with work at the new Wellington Eagles Primary School and Avon Valley College due to complete in 2020/21.
54. Basic Need. School extension schemes are at varying stages across the County with four multi-million-pound projects in the build phase in 2019/20 and a further three initially planned for 2020/21. Spend reflects the various milestone payments and planned completion dates across all the schemes.
55. Schools Maintenance & Modernisation. Final reprogramming of £1.189 million

budget is needed from 2019/20 into 2020/21 for these schemes. £0.682 million of this relates to final payments due to modernisation construction schemes including a large curtain walling and window replacement scheme at Westbury Matravers.

56. Revenue spend that is being funded by the Capital Receipts Flexibilities has traditionally been included as part of the Capital Programme. As part of a review of these projects it has been concluded that these projects and programmes should be reported separately and have therefore been removed from the Capital Programme.
57. A summary of the original approvals and spend is included in the table below. It is expected that alongside the updated financial position that will be presented to Cabinet in July the full reporting of revenue funded by Capital Receipts Flexibilities will be included and will incorporate the progress of the projects and programme and the delivery of benefits.

Programme	Approval 2019/20 £m	Spend 2019/20 £m	Balance Remaining £m
FACT Transformation	1.000	0.402	0.598
Fostering Excellence	0.375	0.010	0.365
Early Help Support Hub	0.100	0.000	0.100
Contextual Safeguarding	0.100	0.030	0.070
Business Intelligence	0.100	0.119	(0.019)
Transport Co-Ordinator	0.070	0.000	0.070
Supporting the parents of under 1s	0.250	0.000	0.250
Adults Transformation Phase 2	0.764	0.387	0.377
Adult Social Care Transitions	0.086	0.084	0.002
Service Devolution & Asset Transfer	0.463	0.295	0.168
TOTAL	3.308	1.327	1.981

Capital Programme 2020/21 Review

58. The Capital Programme 2020/21 was approved at Council on February 25 2020 and stands at £261.535m. In addition, slippage approved at quarter 3 that was not identified at budget setting totalling £13.400m has been applied. Slippage to the value of £35.535m, as identified in the outturn, as well as other known changes of (£5.034m) will, subject to approval, increase the 2020/21 programme to £305.436m.
59. With the onset of the COVID-19 pandemic, the demand on services, change in working and estimated significant impact on the Councils finances an immediate review was undertaken with Directors of the current financial year's capital programme to defer planned investment to achieve the following outcomes:
- Prioritise and clarify project resources on the key investments with potential to reallocate some of those resources e.g. workforce.
 - Ease pressure on cash flow in 2020/21.

- Recognise an in year revenue saving through delaying the need to borrow.
- Reduce risk/exposure to debt backed against commercial returns.
- Allow more time for the whole Capital Programme to be reviewed and realign resources to the Councils recovery.

60. Extended Leadership Team conducted a review of all the projects listed within the Capital Programme for financial year 2020/21 only and have proposed to Cabinet that the Capital Programme for 2020/21 is reduced by £101.683m to £203.752m, of which £93.644m was to be funded from borrowing.

61. The table below details the funding breakdown for the capital programme in 2020/21 and the changes that the review has had on the approved funding.

Capital Programme Following Slippage:		
Funding	2020/2021	2021/2022
	£m	£m
Grants & Contributions	72.195	33.788
HRA	31.691	25.990
Flexible Use of Capital Receipts	0.000	3.318
Capital Receipts	9.224	2.181
Borrowing - Funded be Revenue Saving in service	74.648	29.774
Borrowing	117.680	35.856
TOTAL	305.436	130.906
Capital Programme Following Review:		
Funding	2020/2021	2021/2022
	£m	£m
Grants & Contributions	72.195	33.957
HRA	31.691	25.990
Flexible Use of Capital Receipts	0.000	3.318
Capital Receipts	6.224	5.181
Borrowing - Funded be Revenue Saving in service	22.891	81.531
Borrowing	70.753	85.564
TOTAL	203.752	235.541
Change in Capital Programme:		
Funding	2020/2021	2021/2022
	£m	£m
Grants & Contributions	0.000	0.169
HRA	0.000	0.000
Flexible Use of Capital Receipts	0.000	0.000
Capital Receipts	-3.000	3.000
Borrowing - Funded be Revenue Saving in service	-51.757	51.757
Borrowing	-46.926	49.708
TOTAL	-101.683	104.634

62. The funding analysis shows that £46.926m borrowing that would have been

financed from the Capital Financing budget has now been deferred, and this will go towards achieving at least a £1m in year revenue saving as a result of changes in the planned funding of the programme in 2020/21.

63. In addition, the Council has reduced the risk of financing on the borrowing of £51.757m that was due to be backed by commercial returns that the investment financed. Given the current economy it is crucial we are clear of the business case rational of commercial investments and their anticipated likely returns, as well as those returns being key to the Councils future financial sustainability.
64. A list of the schemes being deferred from the capital programme in 2020/21 into 2021/22 are detailed in Appendix D and the revised 2020/21 capital programme is shown in Appendix E. For the clarity and the avoidance of doubt all schemes remain in the capital programme, approved by their original Cabinet and Council decision, and there have been no reductions in schemes nor have any schemes been stopped as a result of this review.
65. Therefore, the recommendations in this report are only to seek deferral of schemes i.e. the timing of when they are undertaken and therefore funded, in order to deliver the outcomes of the review outlined in para 59.
66. Any permanent changes to the capital programme that will ultimately amend the approved totals will need Council approval. Further updates will be either put forward at July's Cabinet or during the setting of the 2021/22 budget.
67. It should also be noted that if, for whatever reason, a scheme that has been deferred then needs to be continued then because that scheme already has approval it can then be advanced back into 2020/21 by Cabinet at a later date.

Government Funding for the COVID-19 Emergency

68. Government, to date, have announced two tranches of emergency COVID-19 grant funding to Local Government amounting to £3.2bn, for Wiltshire this amounts to £25.5m.
69. In addition, the Council was awarded £3.2m in Hardship Grant funding to provide further council tax relief for vulnerable residents and have also claimed £0.015m for costs associated with housing rough sleepers.
70. The Council is also intending to submit a claim to Government against the furlough scheme and, for the purposes of the submission back to Government, has estimated this at this stage to be in the region of £1m. If successful, the Council would receive a total of £29.8 funding support from the Government.
71. In addition, the Council has also received funding from the Government for which it will act as the paymaster in passporting the funding through to those that it has been intended. This funding relates to business grants (a £106m allocation), care home infection control funding (£6m) and lastly business rate relief (£52m).

72. There have been recent further recent announcements on funding available to Wiltshire. Wiltshire has been allocated £0.450m for supporting the re-opening of High Streets safely, this grant will be claimed in arrears from the government and is not currently included in the financial modelling that has been carried out.
73. The Council will also receive £1.135m through the emergency active travel fund. The funding will be in two tranches, the first, £0.227m, will be to support the installation of temporary projects for the COVID-19 pandemic, and the second of £0.908m for longer term projects.
74. Lastly an announcement has also been made about £300m additional funding for local authorities to support the new test and trace service, but individual local authority allocations have yet to be announced.

Modelling the Estimated Financial Impact and Return to Government

Government Returns

75. As reported to Cabinet in May, the Section 151 Officer undertook an initial assessment in early April of the financial impact which was based on two potential scenarios; the first a period of 3 months lockdown and the second a 6-month lockdown. The latter scenario formed the basis of the Councils first return to the Ministry of Housing, Communities & Local Government (MHCLG) on 15 April.
76. At that point in time, it was estimated that the total financial impact which is made up of three aspects, additional spend, lost income and changes to Council plans that can no longer be delivered e.g. saving plans, was between £47.6m and £80.3m. When this is offset against the total level of Government funding support received to date of £28.8m, left a shortfall in Council finances of between £18.8m and £51.5m.
77. The second return to MHCLG was made on 15 May and required further information from Government to understand a true consistent estimated impact to Local Authorities, therefore the Government set out that the return should estimate that lockdown continue until the end of July with business returning to normal thereafter, albeit for Councils to judge and estimate the impact that social distancing rules will have after July on the remainder of the financial year.
78. With a month of financial data and metrics available, plus the understanding of the Governments plans to start easing lockdown, the two potential scenarios would now be focussed into a more enhanced model based on the Councils second submission to Government.
79. It should, however, be noted that estimates at this stage are still caveated, and whilst some are known and can be estimated with a level of clarity e.g. lost income, others are assumptions and much depends on the timescales of the lockdown impact, as well as key metrics and data e.g. universal credit claimants, to gauge the severity of the financial impact.

80. At this current point in time the estimated total financial impact is £80.4m, of which £0.4m is in 2019/20 as per the provisional outturn, leaving £80.0m in the current financial year.
81. With the level of funding support from Central Government now estimated at £29.8m, of which £0.4m will now be allocated in last financial year, this leaves an estimated shortfall in the Council finances of £50.6m (equivalent to 15% of the council's net budget).
82. It is without doubt that this scale of financial impact represents a significant risk and threat to the continuation of the Council in its current form, and whilst the full picture will become clearer it is almost inevitable that decisions will be required in future to ensure the Council delivers a balanced budget in 2020/21 and in the future.

Modelling and sensitivity

83. As mentioned the level of variable within the modelling is significant, and whilst it is clear it will be a significant financial impact on the Council it is unclear to what extent at present, and very much dependent on the likelihood of further funding support from Government.
84. To that end a sensitivity matrix will be applied to the modelling using the statement of the Secretary of State (SoS), the Right Honourable Robert Jenrick MP, to the MHCLG Parliamentary Committee on 4 May regarding the work of the Ministry.
85. The statement made by the SoS gave four lenses to which Local Government impact will potentially be treated by Government in terms of current and future funding support. In summary the lenses, and the assumptions made from them were as follows:
- Anything Government have asked Local Authorities to do will be covered. – Assume the Council will be fully funded.
 - Anything Local Authorities have decided to do over and above that will be for Local Authorities – assume the Council will receive no funding support.
 - Irrecoverable income is recognised but unclear of the current impact and will need certainty – assumption of a burden share with timing.
 - Council Tax / NNDR impact, again recognised but too early to tell - assumption that Government will propose a mechanism to cover in full.
86. All the modelling assumptions will now be assessed against these lenses and a sensitivity applied based on the assumption stated to give a range that is centred around the submission.
87. The table below provides a high level summary of the second submission to Government to which sensitivity analysis will now be applied as well as further refinement as the May accounts are monitored and reported. It should be noted that the figures for financial year 2019/20 were submitted before the provisional

outturn was finalised.

MHCLG Return May 2020	2019/20	2020/21				TOTAL IMPACT £M	
	FY TOTAL £M	Q1 £M	Q2 £M	Q3 £M	Q4 £M		FY TOTAL £M
Additional Spend							
Adult Social Care		2.353	3.079	3.379	3.379	12.190	12.190
Children's Social Care		0.084	0.413	0.752	0.752	2.000	2.000
Education / Home to School Transport		0.000	1.077	3.232	3.232	7.542	7.542
Housing / Cultural / Environmental	0.101	1.907	1.319	0.773	0.585	4.584	4.685
Other (e.g. contract relief)	0.065	1.488	1.087	0.191	0.191	2.957	3.022
Saving Plans		3.429	3.429	3.429	3.429	13.717	13.717
Estimated Spend	0.166	9.260	10.405	11.756	11.568	42.990	43.156
Income Lost							
Council Tax / Business Rates		5.679	3.923	3.923	3.223	16.749	16.749
Highways & Transport (inc car parking)	0.081	1.952	1.481	1.103	0.788	5.324	5.405
Cultural & related (inc Leisure)	0.143	2.229	1.941	1.269	0.971	6.410	6.553
Planning		0.948	0.904	0.777	0.609	3.238	3.238
Other Sales, Fees & Charges		0.750	0.750	0.750	0.750	3.000	3.000
Commercial		0.611	0.234	0.195	0.117	1.157	1.157
Other (bad debt, returns)		0.075	0.075	0.000	1.000	1.150	1.150
Estimated Lost Income	0.224	12.244	9.308	8.017	7.458	37.028	37.252
Total Financial Impact	0.390	21.505	19.713	19.773	19.026	80.018	80.408

Assumptions within the second submission

88. Within both lines of social care, Adults and Children's, there is a mixture of immediate response costs being borne now against an estimated latent demand for services in the remainder of the financial year due to estimates on latent demand that will present itself.
89. Costs within Adult Social Care include support for the care market and providers with PPE, as well as the additional support being provided to care homes during the response stage. We are also anticipating less income through contributions.
90. Home to School transport costs are expected to increase significantly from September, with the assumption that a form of social distancing will still apply and therefore additional capacity will be required as a result.
91. One of the significant spend lines is the estimated delivery of savings planned for 2021/20. In total £19.773m was required to be delivered off the Councils base budget; £14.683m from 2020/21 with a further £5.090m from previous years. Given that resources have been focussed on recovery the likelihood of progressing some of these savings is now significantly changed. Overall the result is that it is expected that only £8.6m (43%) savings will be delivered.
92. On income, each fees and charges income stream has been assessed for its performance in April e.g. car parking 92% and leisure and libraries 98% down

on expected income for the month. Therefore, we know with some clarity what the financial impact will be for certain income streams, with April being £2.3m down on the budget for these lines alone, and May will be at a similar level.

93. Over the remainder of the financial year each income stream as then shown an improving % of income received against expected as the lockdown eases e.g. car parking is assumed to be 70% down on expected budget in June and July, then 60% for the next 2 months, then 50%, 40% & finally 30%, overall it is estimated that car parking income would be 57% down on the expected budget for the year.
94. Council Tax and Business Rates make up over 20% of the financial impact facing the Council. Whilst this position will not begin to be fully understood until after the end of June, following the deferral of over 5,000 households instalment plan by 2 months, it will be a key factor in the significance of the financial impact being faced now and in the future.
95. Although the debt and defaults on the collection fund are accruing now and through the course of the financial year, due to the timing mechanism of the collection fund the Council will not see or rather have to deal with any deficit on the collection fund until setting the 2021/22 budget.
96. During budget setting an estimate on the balance of the collection fund is made, with the surplus or deficit being declared and then either distributed or made good. With this in mind the current projected £16.7m figure will not hit until the 2021/22 financial year, or rather be picked up during the budget setting process for that year as the first call on resources.
97. Given this, the profile of actual timing on when the financial hit will fall on the Council is detailed below, together with the amount of Government funding received and the net financial impact facing the Council.

Estimated Financial Impact reflecting Collection Fund timing

	2019/20	2020/21	2021/22	TOTAL
	£M	£M	£M	£M
Estimated Spend	0.275	42.881	0.000	43.156
Estimated Income	0.224	20.279	16.749	37.252
Total Financial Impact	0.499	63.160	16.749	80.408
Less Govt Funding	-11.578	-18.201		-29.779
Net Financial Impact	-11.079	44.959	16.749	50.629
Cumulative Impact		33.880	50.629	

Next Steps Leading to July Cabinet

98. As already set out the forecast financial impact is a threat to the current form and function of the Council. A £50.6m estimated financial impact will exhaust the General Fund reserves balance before the end of the 2020/21 financial year and represents a potential section 114 notice situation.
99. However, it is still too early to tell what the impact will be on the Council. This will need to be balanced off within the budget, not least the ongoing discussions and lobbying with the Government around the Councils projected financial position and the need for further in year funding as well as an overall plan for Local Government to ensure ongoing financial sustainability moving into Recovery.
100. In addition, this report sets out the financial impact of COVID-19 on the Council, but we have yet to capture in detail the financial positives that have occurred as a result of the response and the impact on how the Council is currently delivering its services e.g. working from home has resulted in significantly less business mileage being undertaken and recruitment activity has reduced.
101. It is intended that in July a full budget monitoring report, showing the forecast position as at the end of May will be produced. This will provide a further update on the modelling in terms of the latest submission to Government on the financial impact to the Council, but then also taking into account the other aspects of the Councils finances to provide an overall picture for 2020/21.
102. Given the size of the financial impact it is unlikely that these positives will be of scale to substantially offset the impact, and therefore further in year mitigating action will be required.
103. The Capital Programme review for 2020/21 and the deferrals proposed is one aspect of mitigation, and further reviews and assessment of all investment activity, programmes and plans are being undertaken.
104. Measures to control and contain spend on our commercials and workforce will also be considered and look to be introduced to help right size the budget, but it is inevitable that further proposals to mitigate spend in the short and longer term will be required and these will be brought to future Cabinets.

Overview and Scrutiny Engagement

105. Overview and Scrutiny (OS) engagement on the council's response to COVID-19 is being led by OS Management Committee and its newly established Wiltshire COVID-19 Response Task Group. Reports to Cabinet on the COVID-19 situation will receive prior scrutiny by the Task Group, with its comments being reported to Cabinet by its chairman. This report will be considered by the Task Group on 2 June 2020.

Safeguarding Implications

106. Safeguarding implications have been fully considered as part of the work of on support for vulnerable people within the Communities cell. This has included children at risk, domestic abuse, mental health, learning disabilities, rough sleepers and substance misuse.

Public Health Implications

107. This has been referred to throughout the report.

Procurement Implications

108. A sequential approach to supplier relief has been agreed, ensuring that suppliers access central government support where possible first and work with us on an open book basis when necessary. The Council has also worked closely with the care sector and, with NHS funding, used the exemption process to urgently procure appropriate capacity in domiciliary care, discharge to assess beds, care homes, hospital discharge units and nursing homes.

Equalities Impact of the Proposal

109. Work is still underway to fully understand the impact of the pandemic on those with protected characteristics. The Council has been working with partners across Wiltshire, to ensure that those most vulnerable in the community are supported through this incident. Advice has been drafted to Directors on ensuring equality implications are considered as part of decisions made and in interim changes to service delivery.

Environmental and Climate Change Considerations

110. The pandemic has had a highly disruptive effect on the economy and consequently seen a reduction in greenhouse emissions. As recovery begins, the good practice and lessons learnt on areas such as video-conferencing and alternative service delivery will be evaluated to ensure this continues where appropriate.

Risk Management

111. Risks associated with COVID-19 response have been incorporated into this report and COVID 19 related risks are owned and regularly reviewed by the Chief Executive Officers through the Council's Gold Response structure.

Legal implications

112. The legal implications are set out in the cell update provided in **Appendix 1**.

113. The latest published decision notices for urgent Executive decisions made by officers under delegated authority in response to the COVID-19 pandemic, including those made under emergency powers under the Council's Scheme of Delegation to Officers, are available [online](#). The use of emergency powers

remains a last resort based on the criteria prescribed by full council in the constitution and, where possible taken in consultation with the Leader and the relevant cabinet Member, with reporting to the next Cabinet meeting and publication of decision notices to ensure openness and transparency.

114. The use of the emergency powers is likely to reduce as we move out of response into recovery and return to normal decision making. However, there may still be occasions where due to time limitations emergency powers still need to be exercised to ensure effective and efficient provision of services. In such cases officers will continue to engage with the Leader and Cabinet Members.

Financial Implications

115. The financial implications are significant, as detailed throughout the report.

Conclusion

116. Working closely with other agencies and the voluntary and community sector Wiltshire Council continues to provide extensive support to some of the most vulnerable in society as well as business and suppliers.

117. As we take steps in a safe and considered way to return life in Wiltshire to as close to normal as possible, the council is supporting education settings with enabling more children to attend, evaluating ways in which our services can be delivered, reconfiguring public spaces where necessary, assisting care homes to stay open and supporting non-essential retail to reopen and businesses with adjusting to new arrangements.

118. The council remains committed to continuing this effective partnership working as we move towards a renewal of strong local communities and a return to growth in our local economy.

119. The Leader will provide an update to full council in a week's time and further information on the Council's response and recovery plans will be provided to Cabinet in July.

Alistair Cunningham, Chief Executive Officer, Place
Terence Herbert, Chief Executive Officer, People

Report Author: All Directors, 28 May 2020

Appendices

Appendix 1 – Cell Updates

Financial Appendices

Appendix A – Provisional Revenue Outturn 2019/20

Appendix B – Provisional Earmarked Reserves Table as at 31 March 2020

Appendix C – Capital Programme Outturn 2019/20

Appendix D – Capital Programme Scheme Deferrals 2020/21

Appendix E – Revised Capital Programme 2020/21

Health and Care

1. Adult Social Care (ASC) with our health colleagues have continued to develop our support to care homes, including establishing a Clinical Support Group to ensure we are always acting in the best interests of residents with the best clinical advice.
2. We have submitted the Care Home Support Plan as requested by the Government.
3. Planning continues to model demand and capacity should we experience a second wave of the pandemic.
4. Work is progressing to embed our integrated Wiltshire Health and Care “home first” service and Wiltshire Council’s reablement service to ensure that it is sustainable for the future.
5. The CCG and Council have agreed to maintain the integrated brokerage service.
6. The Coronavirus Act enabled Care Act Easements - the Council continues to use some of the permitted flexibilities under the Care Act mainly in response to some services not being available due to closure to comply with social distancing requirements, and also in response to some individuals cancelling support services as others (usually family members) are available to do this for them.
7. The Council continues to support providers with the supply of PPE. To date the Council has made 163 deliveries of PPE to providers. This has included 57744 Type IIR masks, 21400 gloves, 18600 aprons, 29 bottles of hand gel and 20 visors.
8. The care home market remains fragile. In order to be financially sustainable, care homes need between 85-90% occupancy and currently some providers are seeing 30%+ vacancies in Wiltshire as a result of COVID related deaths and a reduction in demand. The role of the Council will continue to be significant in supporting and sustaining this market as we move into recovery.

Community Resilience

1. The Community Resilience Hub now has 23,153 residents on the database, has received 4,800 incoming calls and delivered 1,211 food parcels. The daily volume is reducing but the level of complexity is starting to increase. Community groups are also reporting that the demand for their help is changing, with fewer requests for support with food parcels and medicines and more requests for support with loneliness and isolation. Community groups are starting to consider what their role will be in recovery.

2. The demand for statutory services has risen over the last few weeks and is now just below “normal” levels across children and adults; children’s support assessments re-commenced on the 11th May and all statutory services continue to be met. We launched the out of hours domestic abuse helpline and will monitor the demand. The level and complexity for those with diagnosed mental health needs has risen and we anticipate this will rise further in the general population placing great demand on mental health services.
3. The housing first model implemented to accommodate rough sleepers will be developed in the context of Government funding available for those unable to move into more permanent accommodation. This will result in customers paying more accommodation costs where they are able, as well as ensuring suitable support services are in place to ensure the sustainability of placements longer term.

Economy Cell

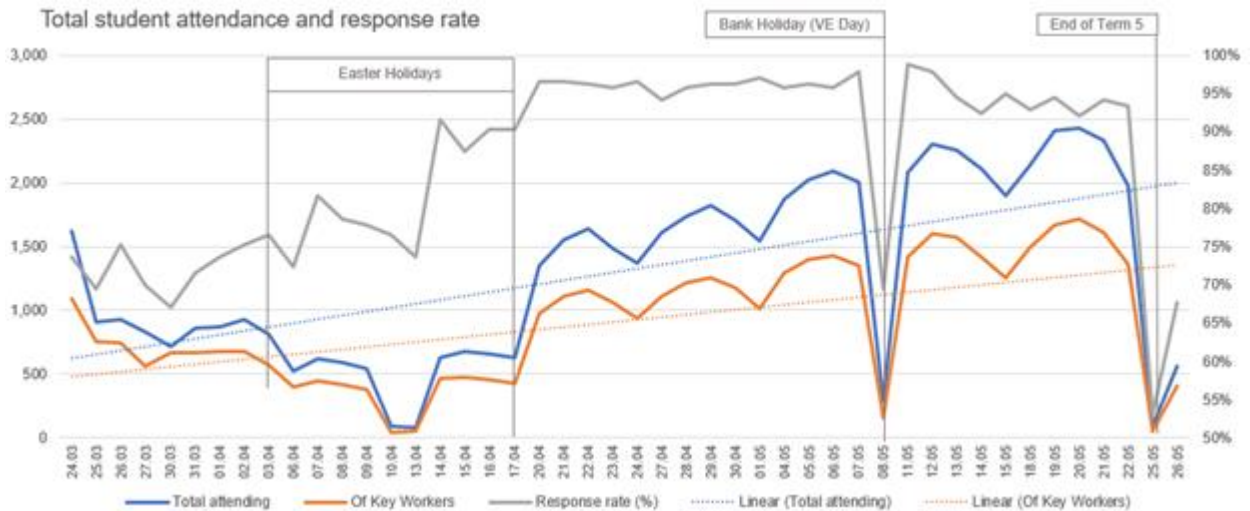
1. Since the last update, the Economy Cell has continued to focus on getting support to businesses. As of 27 May, the grants team have processed £82,210,000 to 6907 businesses, with advice provided to over 2500 businesses.
2. The latest guidance on the Discretionary Fund was published on 22nd May and the Economy Cell is developing the local discretionary element of the scheme incorporating feedback from our business support partners such as Chambers of Commerce and business support organisations. As per government guidance, the first phase will focus on any businesses falling within the following categories:
 - Small businesses in shared offices or other flexible workspaces. Examples could include mills, units in industrial parks, science parks and incubators which do not have their own business rates assessment;
 - Regular market traders with fixed building costs, such as rent, who do not have their own business rates assessment;
 - Bed & Breakfasts which pay Council Tax instead of business rates; and
 - Charity properties in receipt of charitable business rates relief which would otherwise have been eligible for Small Business Rates Relief or Rural Rate Relief.
3. The Economy Cell is working with high street representatives to implement plans for re-opening retail premises, including non-essential retail. We have been awarded nearly £450,000 to support the safe reopening of high streets and other commercial areas. The money will be used to put in place additional measures to establish a safe trading environment for businesses and customers, particularly in high streets.
4. In addition the Public Protection team has written to over 4,000 local businesses providing advice on how to ensure that their water systems are safe, particularly where they have not been in use for some time if a business has been closed, to prevent future health issues such as Legionella outbreaks.

Education & Critical Workers

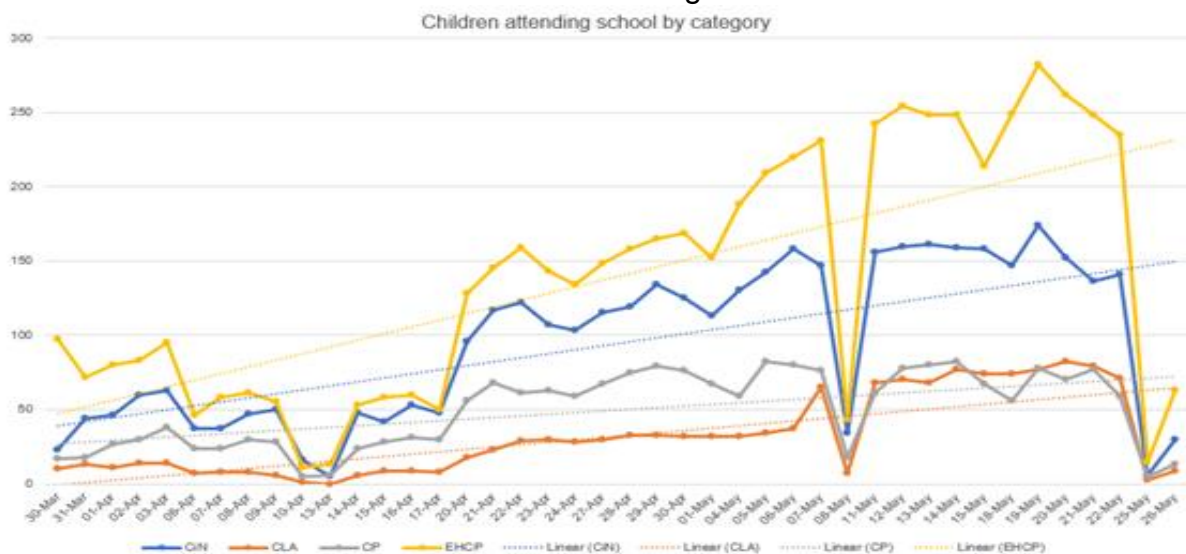
1. The cell continues to address the immediate, medium and long-term implications of COVID-19 on educational settings.

- Ensuring sufficiency of places for children of critical workers and vulnerable children alongside the phased reopening of early years settings and schools.
- Developing and supporting home-learning provision.
- Ensuring vulnerable children and young people attend, where safe to do so, and are safe.
- Ensuring those eligible for free-school meals are provided for.
- Ensuring children and young people with SEND (including and EHCP) are safe and accessing provision, where it is appropriate for them to do so.

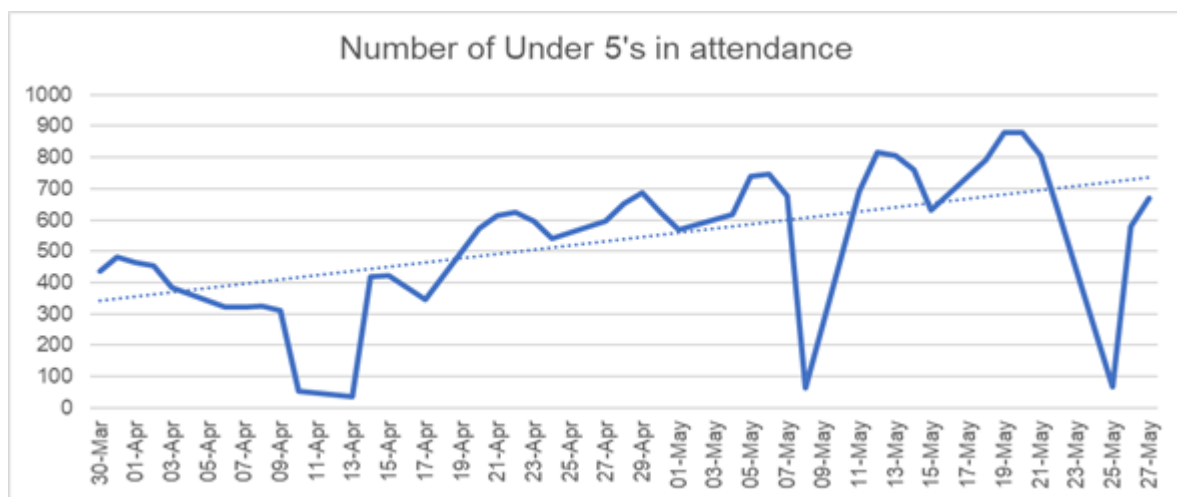
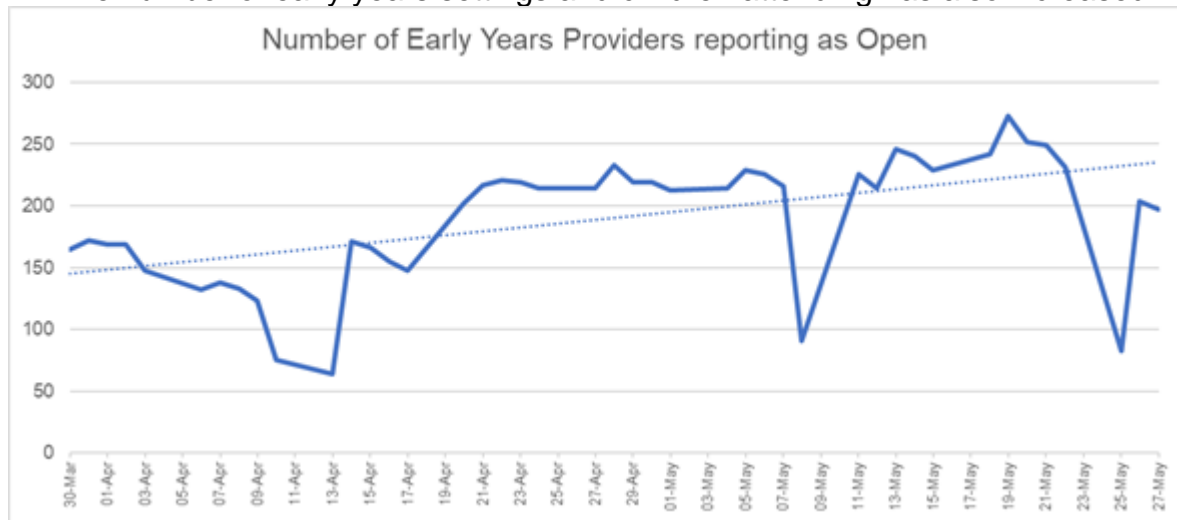
2. Over the period since the 23rd March, the places available to children and young people in schools has increased along with the numbers attending.



3. The numbers of vulnerable children attending schools has also increased.



4. The number of early years settings and children attending has also increased-



5. Individual, multi-agency risk assessments are in place for all vulnerable children; this includes those with a social worker, an EHCP or other vulnerability, to ensure they attended school if safe and appropriate for them to do so or were monitored at home by relevant professionals.
6. Plans for the phased return of children and students in certain year groups have been developed with input from public health, passenger transport, health and safety, facilities maintenance, human resources, education psychology and school effectiveness; these plans focus on the safety of the school community. Risk assessments have been developed to manage the complexity of this next step. Personal Protective Equipment (PPE) has been procured for educational settings, in-line with government guidance.
7. The service continues to work to address the implications for capital projects, schools in financial difficulty, school admissions appeals, online access and personal education plans for looked after children. It will continue to support all settings with plans for the return of children once that is announced. The provision of digital devices for vulnerable and disadvantaged children is being implemented.

Death Management

1. The Death Management cell has completed the planning and delivery of infrastructure required to deal with excess death. It is monitoring the situation and working with funeral directors, hospital mortuaries, crematoria and burial grounds managers to ensure there is sufficient capacity in the system and that the process is managed with dignity and respect for the deceased and their families across Wiltshire and Swindon.

Safer Public Spaces

1. Following the announcement of the Covid-19 lockdown by Government in late March, many more people have been walking and cycling for exercise purposes or to access essential services. Because of the reduction in traffic, people have largely been able to do this in a safe manner. However, as the Covid-19 lockdown is eased, increased levels of traffic will make it more difficult for pedestrians and cyclists to safely achieve the 2m social distancing requirement and to travel and exercise safely. The importance of this is heightened by the Government advice for people to avoid using public transport where possible and to instead walk, cycle, or drive.
2. In response to the above situation, the Department for Transport (DfT) issued new statutory guidance on 9 May 2020; 'Traffic Management Act 2004: network management in response to COVID-19'. Included in the foreword by the Secretary of State for Transport is the following;

The government therefore expects local authorities to make significant changes to their road layouts to give more space to cyclists and pedestrians. Such changes will help embed altered behaviours and demonstrate the positive effects of active travel. I'm pleased to see that many authorities have already begun to do this, and I urge you all to consider how you can begin to make use of the tools in this guidance, to make sure you do what is necessary to ensure transport networks support recovery from the COVID-19 emergency and provide a lasting legacy of greener, safer transport.

3. The guidance states that local authorities where public transport use is low should be considering all possible measures and that these measures should be taken as swiftly as possible, and in any event within weeks.
4. In response, the Council has formed multi-disciplinary teams of Officers for each community area who have initially been asked to identify potential sites and measures using their local and technical knowledge. Given the Government's timescale requirements and the growing on-the-ground need, it is not proposed to carry out an extensive consultation process either with stakeholders or the public. Rather, officers will liaise with local members (through Area Boards) and city, town and parish councils to further identify potential sites and measures using their local knowledge. In addition, suggestions from members of the public, stakeholders, partners and other bodies will be considered.

Staffing and Organisational Resilience

Mobilising of staff

1. Work to ensure staff are deployed to support the response has continued. This has included support to the reopening of the household recycling centres, and the continuation of staff deployed to support the work of the wellbeing hub.

Furlough

2. Following review of the relevant guidance in relation to the Coronavirus Job Retention Scheme (CJRS) a decision was made to furlough staff in posts in City Hall, Salisbury and leisure services which clearly meet the scheme criteria. These services are fully income funded and all income stopped with effect from 20 March.
3. The total number of staff furloughed within leisure services and City Hall is 524 staff, covering 765 posts. The estimated claim through the Coronavirus Job Retention Scheme across both services is £245k per month. We are also supporting Wiltshire schools to make claims for furloughed staff who normally work in before and after school clubs and in catering posts.
4. We have maintained staff on 100% contractual pay for the whole period of furlough and will claim 80% of salary costs through the scheme, mitigating the costs to the council to some extent. We continue to review whether other council services which are either fully or partly income funded may have posts that are eligible to be furloughed. A claim will be made through the scheme at the end of June once we have a finalised list of all posts in scope, as we can only make a single claim for each time period.

Return to the workplace

5. Following the announcement on 9 May about the partial lifting of restrictions and the opening of certain workplaces a major focus has been on ensuring a phased and safe return to the workplace for some groups of staff.
6. Directors have been tasked with identifying staff for whom a return to the workplace is essential to resume delivery of essential services and a clear process of risk assessment, checks and communication has been put in place. This process is being supported by specialists from Public Health, Occupational Health and Safety, Facilities Management and HR&OD.
7. Work has been undertaken to put measure in place to ensure the council buildings meet "COVID-secure" guidelines, however for most staff the clear message has been to remain working at home wherever possible for the time being.

Staff well-being and engagement

8. An employee wellbeing and engagement survey was sent to all staff with the aim of understanding the impact of the working arrangements during the response and to get information that can inform planning for the future phases of restrictions, as well as to understand the impact of the working arrangements and lockdown on health and wellbeing. The survey has now closed, and the

data is being analysed at a corporate, directorate and service level and will be shared shortly. 61% of the Councils employees responded to the survey and initial results show that the engagement index score is 88 and this is an increase from 2018 survey when the index score was 70.

9. Regular communications to staff continue with a focus on key policy updates, engagement and well-being resources and vlogs from CEOs, Directors and Heads of Service to ensure staff are informed, supported and engaged.

Legal, Democracy and Governance

1. The legal team continue to provide advice and support on a wide range of issues arising from COVID 19, on the application of the Coronavirus Act and extensive Government guidance in the local context.
2. The main changes to legislation over the last month or so, due to the unprecedented circumstances presented by coronavirus, have been:
 - a temporary modification to section 42 of the Children and Families Act 2014, so that councils and health commissioning bodies must use their 'reasonable endeavours' to discharge the duty to secure or arrange the provision specified in a child or young person's Education Health and Care Plan. The council has continued to work with families and schools to ensure appropriate provision in this area in line with [guidance](#).
 - The Adoption and Children (Coronavirus)(Amendment) Regulations 2020, which enable relaxation of timescales for assessment, approval and review of foster carers and adopters; and place obligations on providers of residential care to ensure access to private call facilities. Our existing contingency arrangements and practice standard adjustments provide a robust basis for delivering above and beyond these requirements.
 - Emergency legislation on 23 May temporarily amending traffic order procedure regulations to speed up measures such as pavement widening or temporary bike lanes (as per safer public spaces work).
3. Further [remote meetings](#) have now taken place under the recently laid regulations, enabling essential business to be discharged, including Cabinet and Strategic Planning Committee.
4. Following discussions with Group Leaders, Planning Committee Chairs and Vice-Chairs and the Constitution Focus Group, it is intended that all area planning committees will proceed on an ad hoc basis in order to manage resources effectively during this emergency. Existing meeting dates until the end of August 2020 will be cancelled and new meeting dates will be organised on the basis of business need, with clear information forthcoming dates to be provided on the council's website and to relevant parties. The need for other meetings is being kept under review on a rolling basis. Full Council will also take place remotely on 16 June to enable essential business to be conducted.

Appendix A: Provisional Revenue Outturn 2019/20

Service	Revised Budget £m	Outturn Actuals £m	Gross Variance £m	Amended Q2 recovery plan - withdrawal from EMR £m	Additional requested withdrawals from EMR £m	Directors Requested Roll forwards £m	Revised Final Variance £m
Adults 18+	48.383	52.559	4.177	0.000	0.000	0.078	4.254
Mental Health	18.301	16.919	(1.382)	0.000	0.000	0.000	(1.382)
Learning Disabilities	52.187	50.761	(1.426)	0.000	0.000	0.000	(1.426)
Adults Commissioning	23.459	23.142	(0.317)	0.000	0.000	0.000	(0.317)
Public Health	1.418	1.418	0.000	0.000	0.000	0.000	0.000
Information Services	9.737	10.230	0.493	0.000	0.000	0.000	0.493
Legal & Democratic	3.767	4.167	0.400	(0.400)	0.000	0.000	0.000
Childrens Commissioning	6.301	5.759	(0.542)	0.000	0.000	0.198	(0.345)
Childrens' Social Care	42.782	44.786	2.004	(0.070)	(0.045)	0.145	2.034
0-25 Service: Disabled Children & Adults	27.481	29.799	2.318	(0.106)	0.000	0.000	2.212
School Effectiveness	4.540	3.511	(1.030)	0.000	0.000	0.000	(1.030)
Funding Schools	(0.118)	(0.148)	(0.031)	0.000	0.000	0.031	0.000
Corporate Services	5.866	5.162	(0.704)	0.000	(0.065)	0.136	(0.632)
Communications	1.094	1.161	0.067	0.000	0.000	0.000	0.067
Human Resources & Organisational Development	3.194	3.019	(0.174)	0.000	0.000	0.000	(0.174)
Economic Development & Planning	2.361	2.495	0.134	(0.300)	0.000	0.105	(0.061)
Highways	19.483	19.446	(0.037)	0.000	0.000	0.000	(0.037)
Car Parking	(6.788)	(6.547)	0.241	0.000	0.000	0.000	0.241
Waste & Environment	38.532	41.383	2.851	0.000	0.000	0.000	2.851
Housing Services	4.418	3.692	(0.725)	0.000	0.000	0.000	(0.725)
Strategic Asset & Facilities Management	12.083	11.796	(0.287)	0.000	0.000	0.000	(0.287)
Libraries, Heritage & Arts	5.633	5.915	0.282	0.000	(0.041)	0.000	0.241
Leisure	0.077	0.763	0.686	0.000	0.000	0.000	0.686
Transport	17.580	17.493	(0.087)	0.000	0.000	0.000	(0.087)
Public Protection	1.035	1.282	0.247	0.000	0.000	0.000	0.247
Finance	7.676	7.320	(0.355)	0.000	0.000	0.000	(0.355)
Revenues & Benefits - Subsidy	(0.700)	(0.386)	0.314	0.000	0.000	0.000	0.314
Corporate Directors	1.020	1.375	0.356	0.000	0.000	0.000	0.356
Members	2.231	2.163	(0.068)	0.000	0.000	0.000	(0.068)
Service Total	353.031	360.437	7.405	(0.876)	(0.151)	0.692	7.071
Movement on Reserves	(15.261)	(15.608)	(0.346)	0.000	0.000	0.000	(0.346)
Capital Financing	20.334	19.274	(1.060)	(1.923)	0.000	0.000	(2.983)
Restructure & Contingency	0.041	1.797	1.756	(0.592)	(1.323)	0.000	(0.158)
General Government Grants	(32.293)	(35.383)	(3.090)	0.000	0.000	0.000	(3.090)
Corporate Levies	6.525	7.267	0.742	0.000	0.000	0.000	0.742
Total	332.377	337.785	5.408	(3.391)	(1.474)	0.692	1.235
Funding	0.000	0.000	4.675	0.000	(4.675)	0.000	0.000
Total including Funding Variance	332.377	337.785	10.082	(3.391)	(6.148)	0.692	1.235

Appendix B: Provisional Earmarked Reserves Table as at 31 March 2020

Reserve	Balance as at	In Year	In Year	Technical	Suggested	Other	Requested	Proposed
	1 April 2019	Movements -	Movements -	Adjustments -	withdrawals	Requested	Roll	Balance as at
	£m	already	to be	year end	Q2	withdrawals	forwards	31 March 2020
		approved	approved					
	£m	£m	£m	£m	£m	£m	£m	£m
Insurance Reserve	(3.414)	0.000	0.000	(0.072)	0.000	0.000	0.000	(3.486)
PFI Reserve	(3.483)	0.000	0.000	0.301	0.000	0.000	0.000	(3.182)
Elections Reserve	(0.400)	0.000	0.000	0.000	0.400	0.000	0.000	0.000
Revenue Grant/Contributions Reserve	(3.432)	0.030	0.225	0.000	0.176	0.151	(0.692)	(3.542)
Area Board Reserve	(0.168)	0.168	0.000	0.000	0.000	0.000	0.000	0.000
PFI Housing Scheme EMR	(2.762)	0.000	0.000	0.098	0.000	0.000	0.000	(2.664)
Wiltshire Foundation Trust	(0.052)	0.000	0.000	0.000	0.000	0.000	0.000	(0.052)
SVOC	(0.741)	0.000	0.000	0.000	0.000	0.000	0.000	(0.741)
Play Area Asset Transfer	(0.099)	0.000	0.040	0.000	0.000	0.000	0.000	(0.059)
Enabling fund	(3.411)	1.106	0.000	0.000	0.592	1.323	0.250	(0.140)
Business Rates Equilisation Fund	(5.857)	0.000	0.874	0.000	0.000	4.675	0.000	(0.308)
Adoption West	(0.073)	0.073	0.000	0.000	0.000	0.000	0.000	0.000
Area Board Pavements	(0.300)	0.000	0.300	0.000	0.000	0.000	0.000	0.000
Leisure EMR	(0.058)	0.000	0.020	0.000	0.000	0.000	0.000	(0.038)
Capital Financing Reserve	(2.328)	0.000	0.000	0.405	1.923	0.000	0.000	0.000
Development of Local Plan	(0.300)	0.000	0.000	0.000	0.300	0.000	0.000	0.000
Reducing Parental Conflict	(0.040)	0.040	0.000	0.000	0.000	0.000	0.000	0.000
CAMHS Funding	(0.076)	0.076	0.000	0.000	0.000	0.000	0.000	0.000
Pewsey Campus	(0.032)	0.000	0.032	0.000	0.000	0.000	0.000	0.000
National Armed Forces Day	(0.035)	0.000	0.035	0.000	0.000	0.000	0.000	0.000
Culver Street	(0.025)	0.000	0.025	0.000	0.000	0.000	0.000	0.000
Microsoft Contract	(0.800)	0.000	0.800	0.000	0.000	0.000	0.000	0.000
Young Parents Supprt	(0.250)	0.250	0.000	0.000	0.000	0.000	0.000	0.000
Oxenwood	(0.080)	0.080	0.000	0.000	0.000	0.000	0.000	0.000
Ofsted	(0.450)	0.450	0.000	0.000	0.000	0.000	0.000	0.000
School Readiness	(0.300)	0.300	0.000	0.000	0.000	0.000	0.000	0.000
Salisbury Recovery	(0.500)	0.000	0.000	0.000	0.000	0.000	0.000	(0.500)
Public Health Grant	0.000	(0.839)	0.000	0.000	0.000	0.000	0.000	(0.839)
Rough Sleeper Grant	0.000	(0.166)	0.000	0.000	0.000	0.000	0.000	(0.166)
Flexible Housing Support	0.000	(0.287)	0.000	0.000	0.000	0.000	0.000	(0.287)
Homelessness Reduction	0.000	(0.121)	0.000	0.000	0.000	0.000	0.000	(0.121)
Covid-19 Response Grant	0.000	0.000	0.000	0.000	0.000	0.000	(11.079)	(11.079)
GENERAL FUND EARMARKED RESERVES TOTAL	(29.465)	1.161	2.351	0.733	3.391	6.148	(11.521)	(27.202)
Locally Managed Schools Balances	(7.778)	0.000	0.000	0.000	0.000	0.000	0.000	(7.778)
Dedicated Schools Grant	0.000	11.336	0.000	0.000	0.000	0.000	0.000	11.336
TOTAL EARMARKED RESERVES INCLUDING DSG	(37.243)	12.497	2.351	0.733	3.391	6.148	(11.521)	(23.644)

Appendix C: Capital Programme Outturn 2019/20

Scheme Name	Quarter 3 Budget 2019/20	Final Budget 2019/20	Total Spend 2019/20	Budget Remaining 2019/20	Overspend / transfer to revenue	Slippage into 2020/21
	£m	£m	£m	£m	£m	£m
A350 Dualling Chippenham Bypass	0.845	0.922	0.922	0.000		0.000
A350 West Ashton/Yarnbrook Junction Improvements	2.000	2.000	0.630	1.370		1.370
Chippenham Station HUB	2.211	2.406	1.913	0.493		0.493
Corsham Mansion House	0.138	0.138	0.066	0.072		0.072
M4 Junction 17	0.000	0.000	0.000	0.000		0.000
Porton Science Park	0.000	0.000	0.008	(0.008)	(0.008)	0.000
Salisbury Central Car Park & Maltings	0.015	0.015	0.321	(0.306)		(0.306)
Salisbury LGF Schemes	0.530	0.530	0.504	0.026		0.026
Wiltshire Ultrafast Broadband	0.822	0.597	(0.134)	0.731		0.731
Boscombe Down	0.250	0.250	0.021	0.229		0.229
Oil to Biomass Schemes	0.028	0.028	0.036	(0.008)	(0.008)	0.000
Other Economic Development Schemes	0.006	0.030	0.030	0.000		0.000
LED Street Lighting	3.074	3.074	2.254	0.820		0.820
Affordable Housing including Commuted Sums	0.000	0.185	0.185	0.000		0.000
Council House Build Programme	4.319	4.354	3.740	0.614		0.612
Council House Build Programme (Phase 3.1/3.2)	0.000	0.000	0.419	(0.419)		(0.419)
Social Care Infrastructure & Strategy	0.000	0.000	0.000	0.000		0.000
HRA - Refurbishment of Council Stock	10.541	10.541	8.398	2.143		2.142
Commercial - Housing Company	2.000	2.000	0.000	2.000		2.000
Commercial - Commercial Investment	0.000	0.007	0.156	(0.149)		(0.148)
Commercial - Local Development Company	0.250	0.250	0.000	0.250		0.250
Commercial - Loans	2.335	2.335	0.000	2.335		2.335
Non-Commercial Property Purchases	1.500	1.500	1.169	0.331		0.331
Gypsies and Travellers Projects	0.000	0.000	0.000	0.000		0.000
Disabled Facilities Grants	4.956	4.956	2.055	2.901		2.901
Facilities Management Works	3.970	3.829	3.611	0.218		0.217
Leisure Centres & Libraries - Capital Works Requirement	0.219	0.336	0.336	0.000		0.000
Whole Life Building & Equipment Refresh	0.053	0.053	(0.004)	0.057		0.057
Depot & Office Strategy	0.500	0.618	0.614	0.004		0.005
CIL Funded Schemes	0.101	0.101	0.047	0.054		0.053
Bridges	2.362	2.362	1.928	0.434		0.434
Farmers Roundabout	2.539	2.539	2.617	(0.078)		0.000
Highway flooding prevention and Land Drainage schemes	0.471	0.471	0.727	(0.256)		0.000
Integrated Transport	2.555	2.806	2.782	0.024		0.023

National Productivity Investment Schemes	0.000	0.000	(0.001)	0.001		0.000
Pothole Fund Grant	0.897	0.897	1.607	(0.710)		0.000
Pothole Spotter 16/17	0.054	0.000	0.000	0.000		0.000
Structural Maintenance (Grant & Council Funded)	21.077	20.900	23.540	(2.640)		(3.684)
Fleet Vehicles	0.883	0.883	0.825	0.058		0.059
Salisbury CCTV	0.010	0.000	0.000	0.000		0.000
Waste Services	0.920	0.920	0.902	0.018		0.018
ICT Schemes	0.000	0.000	0.000	0.000		0.000
ICT Get Well	8.928	8.928	2.046	6.882		6.881
ICT Business as Usual	2.518	2.518	1.514	1.004		1.004
ICT Applications	7.360	7.360	1.981	5.379		5.379
ICT Other Infrastructure	1.911	1.911	0.458	1.453		1.453
Other Schemes including cross cutting systems	0.025	0.006	0.006	0.000		0.000
Microsoft Cloud Navigator	5.649	5.649	4.780	0.869		0.869
Wiltshire Online	0.328	0.449	0.179	0.270		0.271
Churchyards & Cemeteries	0.050	0.050	0.000	0.050		0.050
Housing Infrastructure Fund (HIF)	1.705	1.659	1.660	(0.001)		(0.001)
Major Road Network (MRN)	0.000	0.300	0.530	(0.230)		(0.230)
Community Projects	0.100	0.100	0.100	0.000		0.000
Salisbury Flood Prevention	0.000	0.000	0.000	0.000		0.000
Salisbury Future High Streets	0.000	0.000	0.000	0.000		0.000
Carbon Reduction	0.000	0.000	0.000	0.000		0.000
North Wiltshire Schools PFI Playing Fields	0.000	0.000	0.000	0.000		0.000
Capital Receipt Enhancement	0.000	0.000	0.000	0.000		0.000
Operational Property Energy Efficiency and Generation	0.000	0.000	0.000	0.000		0.000
Park & Ride Solar Panel Canopies	0.000	0.000	0.000	0.000		0.000
Growth, Investment & Place Service Total	101.005	101.763	75.478	26.285	(0.016)	26.297
Area Boards and LPSA PRG Reward Grants	1.046	1.037	0.956	0.081		0.081
Health and Wellbeing Centres - Live Schemes	4.971	4.595	2.913	1.682		1.685
Health and Wellbeing Centres - In Development	0.000	0.000	(0.052)	0.052	0.052	0.000
Fitness Equipment for Leisure Centres	0.050	0.050	0.000	0.050		0.050
Operational Estate	0.125	0.125	0.125	0.000		0.000
Libraries - Self Service	0.500	0.500	0.000	0.500		0.500
Access and Inclusion	0.043	0.043	0.033	0.010		0.010
Army Rebasing	13.623	13.635	11.164	2.471		2.471
Basic Need	13.742	13.742	10.791	2.951		2.951
Devolved Formula Capital	0.659	0.659	0.659	0.000		0.000
Healthy Pupils Capital Fund	0.026	0.026	0.026	0.000		0.000
New Schools	0.082	0.004	0.004	0.000		0.000
School Expansions & Replacements	0.024	0.024	0.024	0.000		0.000
Schools Maintenance & Modernisation	7.744	7.842	6.652	1.190		1.189
Special Schools	0.367	0.450	0.408	0.042		0.042

Early Years & Childcare	0.734	0.013	0.012	0.001		0.001
SEND Capital	0.775	0.669	0.527	0.142		0.142
Schools Capital Maintenance	0.000	0.000	0.000	0.000		0.000
Children & Education Service Total	44.511	43.414	34.242	9.172	0.052	9.122
Adults Transformation Phase 2	0.870	0.000	0.000	0.000		0.000
Sensory Stimulation & Development Play Equipment	0.284	0.284	0.168	0.116		0.116
Adult Care & Public Health Service Total	1.154	0.284	0.168	0.116	0.000	0.116
Covid 19 Capital	0.000	0.075	0.075	0.000		0.000
Other Capital Schemes to be confirmed	0.000	0.000	0.000	0.000		0.000
Corporate Services Total	0.000	0.075	0.075	0.000	0.000	0.000
Service Devolution & Asset Transfer	0.463	0.000	0.000	0.000		0.000
Transformation schemes in childrens services	1.995	0.000	0.000	0.000		0.000
Adult Care Transitions	0.086	0.000	0.000	0.000		0.000
Organisational Development Transformational Change	0.000	0.000	0.000	0.000		0.000
Business Intelligence	0.000	0.000	0.000	0.000		0.000
Fostering Excellence	0.000	0.000	0.000	0.000		0.000
Other Transformational Schemes to be confirmed	0.000	0.000	0.000	0.000		0.000
Transformational Schemes Total	2.544	0.000	0.000	0.000	0.000	0.000
Total 2019/2020 Programme	149.214	145.536	109.963	35.573	0.036	35.535

Appendix D: Deferred Capital Programme Schemes 2020/2021

Scheme name	Budget	Funding 2020/2021			
	2020/2021	Capital Receipts	Borrowing - Funded by Revenue Saving in service	Borrowing	Total Funding
	£m	£m	£m	£m	£m
Place					
Regeneration of the Maltings and Central Car Park, Salisbury	-33.100	0.000	-31.200	-1.900	-33.100
Boscombe Down	-1.192	0.000	0.000	-1.192	-1.192
Other Economic Development Schemes	-3.000	-3.000	0.000	0.000	-3.000
Commercial - Housing Company	-15.000	0.000	-15.000	0.000	-15.000
Commercial - Commercial Investment	-2.762	0.000	-2.762	0.000	-2.762
Commercial - Local Development Company	-0.250	0.000	-0.250	0.000	-0.250
Commercial - Loans	-2.545	0.000	-2.545	0.000	-2.545
Facilities Management Works	-0.500	0.000	0.000	-0.500	-0.500
Fleet Vehicles	-0.559	0.000	0.000	-0.559	-0.559
Community Projects	-0.400	0.000	0.000	-0.400	-0.400
Salisbury Future High Streets	-1.000	0.000	0.000	-1.000	-1.000
Carbon Reduction	-5.200	0.000	0.000	-5.200	-5.200
North Wiltshire Schools PFI Playing Fields	-0.300	0.000	0.000	-0.300	-0.300
Park & Ride Solar Panel Canopys	-1.000	0.000	0.000	-1.000	-1.000
Place Services Total	-66.808	-3.000	-51.757	-12.051	-66.808
People					
Area Boards and LPSA PRG Reward Grants	-0.881	0.000	0.000	-0.881	-0.881
Health and Wellbeing Centres - Live Schemes	-12.000	0.000	0.000	-12.000	-12.000
Fitness Equipment for Leisure Centres	-0.300	0.000	0.000	-0.300	-0.300
Libraries - Self Service	-0.500	0.000	0.000	-0.500	-0.500
Access and Inclusion	-0.020	0.000	0.000	-0.020	-0.020
People Services Total	-13.701	0.000	0.000	-13.701	-13.701
Corporate Services					
Other Capital Schemes to be confirmed	-15.076	0.000	0.000	-15.076	-15.076
ICT Get Well	-2.078	0.000	0.000	-2.078	-2.078
ICT Business as Usual	-0.440	0.000	0.000	-0.440	-0.440
ICT Applications	-3.581	0.000	0.000	-3.581	-3.581
Corporate Services Total	-21.175	0.000	0.000	-21.175	-21.175
Capital Programme Total	-101.683	-3.000	-51.757	-46.926	-101.683

Appendix E: Revised Capital Programme 2020/2021

Scheme name	Budget	Funding 2020/2021						
	2020/2021	Grants	Contributions	HRA	Capital Receipts	Borrowing - Funded by Revenue Saving in service	Borrowing	Total Funding
	£m	£m	£m	£m	£m	£m	£m	£m
Place								
A350 West Ashton/Yarnbrook Junction Improvements	4.750	1.370	0.000	0.000	0.000	0.000	3.380	4.750
Chippenham Station HUB	12.729	0.493	0.000	0.000	0.000	0.000	12.236	12.729
Corsham Mansion House	0.072	0.072	0.000	0.000	0.000	0.000	0.000	0.072
Porton Science Park	7.500	2.500	0.000	0.000	0.000	0.000	5.000	7.500
Regeneration of the Maltings and Central Car Park, Salisbury	5.383	0.000	0.000	0.000	0.000	0.000	5.383	5.383
Salisbury LGF Schemes	0.026	0.026	0.000	0.000	0.000	0.000	0.000	0.026
Wiltshire Ultrafast Broadband	1.747	1.747	0.000	0.000	0.000	0.000	0.000	1.747
LED Street Lighting	6.968	0.000	0.000	0.000	0.000	6.968	0.000	6.968
Council House Build Programme	11.359	1.162	0.130	8.932	1.134	0.000	0.000	11.359
Council House Build Programme (Phase 3.1/3.2)	18.299	2.470	1.290	9.600	4.939	0.000	0.000	18.299
Social Care Infrastructure & Strategy	0.634	0.634	0.000	0.000	0.000	0.000	0.000	0.634
HRA - Refurbishment of Council Stock	13.159	0.000	0.000	13.159	0.000	0.000	0.000	13.159
Commercial - Housing Company	5.000	0.000	0.000	0.000	0.000	5.000	0.000	5.000
Commercial - Commercial Investment	9.602	0.000	0.000	0.000	0.000	9.602	0.000	9.602
Commercial - Local Development Company	0.990	0.000	0.000	0.000	0.000	0.990	0.000	0.990
Non-Commercial Property Purchases	0.331	0.000	0.000	0.000	0.000	0.331	0.000	0.331
Disabled Facilities Grants	6.174	6.174	0.000	0.000	0.000	0.000	0.000	6.174
Facilities Management Works	2.802	0.000	0.000	0.000	0.000	0.000	2.802	2.802
Whole Life Building & Equipment Refresh	0.307	0.000	0.000	0.000	0.000	0.000	0.307	0.307
Depot & Office Strategy	1.205	0.000	0.000	0.000	0.000	0.000	1.205	1.205
CIL Funded Schemes	0.053	0.000	0.053	0.000	0.000	0.000	0.000	0.053
Bridges	3.434	3.434	0.000	0.000	0.000	0.000	0.000	3.434
Integrated Transport	2.204	2.204	0.000	0.000	0.000	0.000	0.000	2.204
Structural Maintenance	9.455	9.455	0.000	0.000	0.000	0.000	0.000	9.455
Fleet Vehicles	0.750	0.000	0.000	0.000	0.000	0.000	0.750	0.750
Waste Services	0.768	0.000	0.268	0.000	0.000	0.000	0.500	0.768
Churchyards & Cemeteries	0.050	0.000	0.000	0.000	0.000	0.000	0.050	0.050
Housing Infrastructure Fund (HIF)	5.219	4.220	0.000	0.000	0.000	0.000	0.999	5.219
Major Road Network (MRN)	1.224	0.000	1.224	0.000	0.000	0.000	0.000	1.224
Capital Receipt Enhancement	0.150	0.000	0.000	0.000	0.150	0.000	0.000	0.150
Operational Property Energy Efficiency and Generation	1.800	0.000	0.000	0.000	0.000	0.000	1.800	1.800
Park & Ride Solar Panel Canopies	0.200	0.000	0.000	0.000	0.000	0.000	0.200	0.200
Place Services Total	134.343	35.962	2.965	31.691	6.224	22.891	34.612	134.343
People								
Health and Wellbeing Centres - Live Schemes	10.425	0.000	0.000	0.000	0.000	0.000	10.425	10.425
Access and Inclusion	0.090	0.000	0.000	0.000	0.000	0.000	0.090	0.090
Army Rebasing	2.471	0.000	2.471	0.000	0.000	0.000	0.000	2.471
Basic Need	21.349	21.349	0.000	0.000	0.000	0.000	0.000	21.349
Devolved Formula Capital	0.642	0.642	0.000	0.000	0.000	0.000	0.000	0.642
New Schools	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Schools Maintenance & Modernisation	6.563	6.340	0.000	0.000	0.000	0.000	0.223	6.563
Special Schools	1.682	0.000	0.000	0.000	0.000	0.000	1.682	1.682
Early Years & Childcare	1.702	1.644	0.058	0.000	0.000	0.000	0.000	1.702
SEND Capital	0.763	0.763	0.000	0.000	0.000	0.000	0.000	0.763
Sensory Stimulation & Development Play Equipment	0.116	0.000	0.000	0.000	0.000	0.000	0.116	0.116
Schools Capital Maintenance	0.777	0.000	0.000	0.000	0.000	0.000	0.777	0.777
People Services Total	46.580	30.738	2.529	0.000	0.000	0.000	13.313	46.580
Corporate Services								
ICT Get Well	6.236	0.000	0.000	0.000	0.000	0.000	6.236	6.236
ICT Business as Usual	1.439	0.000	0.000	0.000	0.000	0.000	1.439	1.439
ICT Applications	8.641	0.000	0.000	0.000	0.000	0.000	8.641	8.641
ICT Other Infrastructure	1.653	0.000	0.000	0.000	0.000	0.000	1.653	1.653
Other Schemes including Cross Cutting Systems	0.019	0.000	0.000	0.000	0.000	0.000	0.019	0.019
Microsoft Cloud Navigator	1.579	0.000	0.000	0.000	0.000	0.000	1.579	1.579
Wiltshire Online	3.262	0.000	0.000	0.000	0.000	0.000	3.262	3.262
Corporate Services Total	22.829	0.000	0.000	0.000	0.000	0.000	22.829	22.829
Capital Programme Total	203.752	66.700	5.494	31.691	6.224	22.891	70.753	203.752

Scheme name	Original Budget	Deferred	Revised
	2020/2021	2021/2022	2020/2021
	£m	£m	£m
Place			
A350 West Ashton/Yarnbrook Junction Improvements	4.750	0.000	4.750
Chippenham Station HUB	12.729	0.000	12.729
Corsham Mansion House	0.072	0.000	0.072
Porton Science Park	7.500	0.000	7.500
Regeneration of the Maltings and Central Car Park, Salisbury	38.483	-33.100	5.383
Salisbury LGF Schemes	0.026	0.000	0.026
Wiltshire Ultrafast Broadband	1.747	0.000	1.747
Boscombe Down	1.192	-1.192	0.000
Other Economic Development Schemes	3.000	-3.000	0.000
LED Street Lighting	6.968	0.000	6.968
Council House Build Programme	11.359	0.000	11.359
Council House Build Programme (Phase 3.1/3.2)	18.299	0.000	18.299
Social Care Infrastructure & Strategy	0.634	0.000	0.634
HRA - Refurbishment of Council Stock	13.159	0.000	13.159
Commercial - Housing Company	20.000	-15.000	5.000
Commercial - Commercial Investment	12.364	-2.762	9.602
Commercial - Local Development Company	1.240	-0.250	0.990
Commercial - Loans	2.545	-2.545	0.000
Non-Commercial Property Purchases	0.331	0.000	0.331
Disabled Facilities Grants	6.174	0.000	6.174
Facilities Management Works	3.302	-0.500	2.802
Whole Life Building & Equipment Refresh	0.307	0.000	0.307
Depot & Office Strategy	1.205	0.000	1.205
CIL Funded Schemes	0.053	0.000	0.053
Bridges	3.434	0.000	3.434
Integrated Transport	2.204	0.000	2.204
Structural Maintenance	9.455	0.000	9.455
Fleet Vehicles	1.309	-0.559	0.750
Waste Services	0.768	0.000	0.768
Churchyards & Cemeteries	0.050	0.000	0.050
Housing Infrastructure Fund (HIF)	5.219	0.000	5.219
Major Road Network (MRN)	1.224	0.000	1.224
Community Projects	0.400	-0.400	0.000
Salisbury Future High Streets	1.000	-1.000	0.000
Carbon Reduction	5.200	-5.200	0.000
North Wiltshire Schools PFI Playing Fields	0.300	-0.300	0.000
Capital Receipt Enhancement	0.150	0.000	0.150
Operational Property Energy Efficiency and Generation	1.800	0.000	1.800
Park & Ride Solar Panel Canopies	1.200	-1.000	0.200
Place Services Total	201.151	-66.808	134.343
People			
Area Boards and LPSA PRG Reward Grants	0.881	-0.881	0.000
Health and Wellbeing Centres - Live Schemes	22.425	-12.000	10.425
Fitness Equipment for Leisure Centres	0.300	-0.300	0.000
Libraries - Self Service	0.500	-0.500	0.000
Access and Inclusion	0.110	-0.020	0.090
Army Rebasing	2.471	0.000	2.471
Basic Need	21.349	0.000	21.349
Devolved Formula Capital	0.642	0.000	0.642
Schools Maintenance & Modernisation	6.563	0.000	6.563
Special Schools	1.682	0.000	1.682
Early Years & Childcare	1.702	0.000	1.702
SEND Capital	0.763	0.000	0.763
Sensory Stimulation & Development Play Equipment	0.116	0.000	0.116
Schools Capital Maintenance	0.777	0.000	0.777
People Services Total	60.281	-13.701	46.580
Corporate Services			
Other Capital Schemes to be confirmed	15.076	-15.076	0.000
ICT Get Well	8.314	-2.078	6.236
ICT Business as Usual	1.879	-0.440	1.439
ICT Applications	12.222	-3.581	8.641
ICT Other Infrastructure	1.653	0.000	1.653
Other Schemes including Cross Cutting Systems	0.019	0.000	0.019
Microsoft Cloud Navigator	1.579	0.000	1.579
Wiltshire Online	3.262	0.000	3.262
Corporate Services Total	45.000	-21.175	22.829
Capital Programme Total	305.436	-101.683	203.752

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Council

16 JUNE 2020

Appointment of Committees and Review of Allocation of Seats on Committees to Political Groups

Introduction

1. This report guides the Council in constituting and re-appointing committees and following the legal requirements in allocating seats to the political groups.

Legal Position

2. Under the Local Government & Housing Act 1989 (“the Act”) and subsequent Regulations, (“the Regulations”), the Council would normally be required to review the representation of the different political groups on committees at the Annual Council meeting. Under the Coronavirus Act and subsequent Regulations, an annual meeting is not required, however the council can still choose to undertake annual business. In addition to this, since the last meeting of Council, Cllr Kevin Daley (Conservative) has been elected to the Till and Wylve Valley division, and it is custom for political balance to be reviewed following a By-election. The report also factors in changes to political proportionality at Swindon Borough Council.
3. 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

4. There are currently 4 political groups on the Council. The respective strengths of those Groups are as follows:

Name of Group	No. of Councillors in Group
Conservative	63
Liberal Democrat	21
Independent	10
Labour	3

One seat is currently vacant due to the postponement of the by-election for By Brook division. Whilst it is usual practice not to re-balance committees until a by-election has taken place, since an election is now unlikely before May 2021, in fairness to all political groups, Group Leaders have agreed to calculate political balance over 97 members, instead of 98.

5. Under the regulations, two or more councillors may form and register a group.
6. This report has been prepared on the basis of the strengths of the various political groups as they currently stand as set out in paragraph 4 above.

Principles

7. 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

8. 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.

Councillors not in a Political Group

9. 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 members on this Council at this time.

Committees of the Council

10. There are currently the following committees:

- Appeals Committee
- Area Planning Committees: Eastern, Northern, Southern and Western
- Audit Committee
- Children's Select Committee
- Electoral Review Committee
- Environment Select Committee
- Health Select Committee
- Health and Wellbeing Board
- Licensing Committee
- Officer Appointments
- Overview and Scrutiny Management Committee
- Pension Fund Committee
- Police and Crime Panel
- Staffing Policy Committee
- Standards Committee
- Strategic Planning Committee

11. Outside the scope of this report are the Cabinet, the Health and Wellbeing Board and Local Pension Board as the political proportionality rules continue to not apply to these bodies.

12. Local Pension Board

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, membership is as defined in the Public Service Pensions Act 2013.

Area Boards

13. Area boards are appointed by the Council under Section 102 of the Local Government Act 1972. These are constituted as area committees within the meaning of Section 18 of the Local Government Act 2000 and regulations made under that section for the purposes of discharging functions delegated by the executive (or not otherwise reserved). They are not subject to the rules on political proportionality. A list of these area boards is set out at Appendix 1 to this report.

14. All unitary councillors representing the electoral divisions covered by the area board will be appointed to their respective area board..

15. Pewsey and Tidworth are established as a single area committee with two sub-committees, each of which operate as an area board known as Pewsey Area Board and Tidworth Area Board respectively.

Health and Wellbeing Board

16. Under the Health and Social Care Act 2012, the Council is required to appoint a Health and Wellbeing Board that works with partners, including the GP led Clinical Commissioning Group (CCG), to prepare a Joint Health and Wellbeing Strategy for the Council and the CCG and to encourage the delivery of integrated services. The Board is to be regarded as an ordinary committee of the Council and is therefore appointed by the Council, reports to the Council and with membership, as defined by the legislation, agreed by the Council.

Children’s Select Committee

10. This Committee must include nominees of the Church of England, the Roman Catholic Church and a number of elected parent governor representatives (historically there have been 3 appointed representatives – one from each school sector). They will be voting members. In accordance with the principle set out at 7(b) above the majority group are entitled to appoint additional councillors to ensure it enjoys a majority. The Council also has discretion to appoint an unlimited number of co-opted members onto this committee as representatives of children’s organisations/agencies (historically this has been on a non-voting basis).

Joint Committees

17. 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.
19. The membership of the PCP must reflect the political proportionality of the two councils when taken together.
20. Swindon’s current political composition is as follows:

Conservative: 30
 Labour: 22
 Lib. Dem: 2
 Ungrouped members: 2

When taken with the political composition with Wiltshire Council the allocation is:

Conservative	93	7 seats (6.686)
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Lib Dem	23	1 seat (1.654)
Labour	25	2 seats (1.797)
Independent	10	1 seat (0.719)
Ungrouped	1	0 seats (0.072)
Ungrouped	1	0 seats (0.072)

Swindon is entitled to appoint 2 Conservatives and 2 Labour councillors, leaving Wiltshire to appoint 5 Conservatives, 1 Lib Dem and 1 Independent.

22. 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 nonvoting representatives.

Conservative	93	4 seats (4.255)
Lib Dem	23	1 seat (1.052)
Labour	25	1 seat (1.144)
Independent	10	1 seat (0.458)
Ungrouped	1	0 seat (0.046)
Ungrouped	1	0 seat (0.046)

Swindon is entitled to appoint 1 Conservative and 1 Labour councillor, leaving Wiltshire to appoint 3 Conservative, 1 Lib Dem and 1 Independent.

Dorset and Wiltshire Fire Authority

23. The political proportionality requirements of the Local Government and Housing Act 1989 applies to appointments to the Fire Authority. Wiltshire is entitled to appoint 6 members to the Fire Authority, based on the respective strengths of the political groups the allocation of places is:

Conservative	63	4 seats (3.897)
Lib Dem	21	1 seat (1.299)
Labour	3	0 seat (0.186)
Independent	10	1 seat (0.619)

Method of Calculating the Allocation of Places to Political groups

24. The principles in paragraph 7 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 7).
 - (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 7).
25. The Council is free to adopt any aggregate number of places on ordinary committees so long as it follows the principles in paragraph 7 and the sequence in paragraph 24. A draft scheme of committee places will be published as an appendix.
26. A numerical guide to proportional representation on Committees is at Appendix 2 to reflect the Council’s updated political composition.

Matters for Decision

27. The Council is asked:
- (a) To note this report and the legal requirements.
 - (b) To re-appoint the following committees with the terms of reference as set out in the Constitution:-

Appeals Committee
Area Planning Committees: Eastern, Northern, Southern and Western
Audit Committee
Children’s Select Committee
Electoral Review Committee
Environment Select Committee
Health Select Committee
Health and Wellbeing Board
Licensing Committee
Officer Appointments
Overview and Scrutiny Management Committee
Pension Fund Committee
Police and Crime Panel
Staffing Policy Committee
Standards Committee

Strategic Planning Committee

(c) To re-appoint those Area Boards, constituted as area committees as set out in paragraphs 13 to 15 and Appendix 1 of this report to comprise the Unitary Councillors for that area.

(d) To re-appoint the Local Pension Board established under the Public Service Pensions Act 2013 and consequent amendments to the Local Government Pension Scheme Regulations 2013.

(e) To approve a scheme of committee places which sets out the number of seats available to members of the Council and to political groups (Appendix 3).

(f) To appoint members to the Dorset and Wiltshire Fire Authority, in accordance with the guidance set out in this report.

Robin Townsend
Director - Corporate Services

Report Author: Libby Johnstone, Democratic Governance Manager

Background papers: None

Appendices

Appendix 1 – List of Area Boards

Appendix 2 - Numerical Guide to political proportionality

Appendix 3 – Draft Scheme of committee places (*to follow*)

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Area Boards: Electoral Divisions

Amesbury Area Board

Electoral Divisions 6

Amesbury East
Amesbury West
Till & Wylve Valley
Durrington & Larkhill
Bulford, Allington & Figheldean
Bourne & Woodford Valley

Bradford on Avon Area Board

Electoral Divisions 4

Holt & Staverton
Winsley & Westwood
Bradford on Avon North
Bradford on Avon South

Calne Area Board

Electoral Divisions 5

Calne Rural
Calne North
Calne Chilvester & Abberd
Calne Central
Calne South & Cherhill

Chippenham Area Board

Electoral Divisions 10

By Brook
Chippenham Cepen Park & Derriads
Chippenham Cepen Park &
Redlands
Chippenham Hardenhuish
Chippenham Monkton
Chippenham Queens and Sheldon
Chippenham Hardens and England
Chippenham Lowdon and Rowden
Chippenham Pewsham
Kington

Corsham Area Board

Electoral Divisions 4

Box and Colerne
Corsham Pickwick
Corsham Without & Box Hill
Corsham Town

Devizes Area Board

Electoral Divisions 7

Bromham, Rowde and Potterne
Devizes & Roundway South
Devizes East
Devizes North
Roundway
The Lavingtons & Erlestoke
Urchfont & The Cannings

Malmesbury Area Board

Electoral Divisions 4

Brinkworth
Malmesbury
Minety
Sherston

Marlborough Area Board

Electoral Divisions 4

Aldbourne & Ramsbury
Marlborough East
Marlborough West
West Selkley

Melksham Area Board

Electoral Divisions 6

Melksham Central
Melksham North
Melksham South
Melksham Without North
Melksham Without South
Summerham and Seend

Pewsey and Tidworth Area Committee

Electoral Divisions 6

Pewsey Vale
Pewsey
Burbage & The Bedwyns
The Collingbournes & Netheravon
Ludgershall & Perham Down
Tidworth

Royal Wootton Bassett and Cricklade Area Board

Electoral Divisions 6

Cricklade and Latton
Lyneham
Purton
Royal Wootton Bassett East
Royal Wootton Bassett North
Royal Wootton Bassett South

Salisbury Area Board

Electoral Divisions 8

Salisbury Fisherton & Bemerton
Village
Salisbury Bemerton
Salisbury Harnham
Salisbury St Edmund & Milford
Salisbury St Francis & Stratford
Salisbury St Mark's & Bishopdown
Salisbury St Martin's & Cathedral
Salisbury St Paul's

South West Wiltshire Area Board

Electoral Divisions 5

Fovant & Chalke Valley
Mere
Nadder & East Knoyle
Tisbury
Wilton & Lower Wylde Valley

Southern Wiltshire Area Board

Electoral Divisions 5

Alderbury & Whiteparish
Downton & Ebbles Valley
Laverstock, Ford and Old Sarum
Redlynch & Landford
Winterslow

Trowbridge Area Board

Electoral Divisions 9

Hilperton
Southwick
Trowbridge Adcroft
Trowbridge Central
Trowbridge Drynham
Trowbridge Grove
Trowbridge Lambrook
Trowbridge Park
Trowbridge Paxcroft

Warminster Area Board

Electoral Divisions 5

Warminster Without
Warminster Broadway
Warminster Copheap and Wylde
Warminster East
Warminster West

Westbury Area Board

Electoral Divisions 4

Ethandune
Westbury East
Westbury North
Westbury West

SCHEDULE

Proportional Representation Table

Total: 97

	Conservative	Liberal Democrat	Labour	Ind	Ungrouped	
	63	21	3	10	0	
1	0.649	0.216	0.031	0.103	0.000	1.00
2	1.299	0.433	0.062	0.206	0.000	2.00
3	1.948	0.649	0.093	0.309	0.000	3.00
4	2.598	0.866	0.124	0.412	0.000	4.00
5	3.247	1.082	0.155	0.515	0.000	5.00
6	3.897	1.299	0.186	0.619	0.000	6.00
7	4.546	1.515	0.216	0.722	0.000	7.00
8	5.196	1.732	0.247	0.825	0.000	8.00
9	5.845	1.948	0.278	0.928	0.000	9.00
10	6.495	2.165	0.309	1.031	0.000	10.00
11	7.144	2.381	0.340	1.134	0.000	11.00
12	7.794	2.598	0.371	1.237	0.000	12.00
13	8.443	2.814	0.402	1.340	0.000	13.00
14	9.093	3.031	0.433	1.443	0.000	14.00
15	9.742	3.247	0.464	1.546	0.000	15.00
16	10.392	3.464	0.495	1.649	0.000	16.00
17	11.041	3.680	0.526	1.753	0.000	17.00
18	11.691	3.897	0.557	1.856	0.000	18.00
19	12.340	4.113	0.588	1.959	0.000	19.00
20	12.990	4.330	0.619	2.062	0.000	20.00
21	13.639	4.546	0.649	2.165	0.000	21.00
22	14.289	4.763	0.680	2.268	0.000	22.00
23	14.938	4.979	0.711	2.371	0.000	23.00
24	15.588	5.196	0.742	2.474	0.000	24.00
25	16.237	5.412	0.773	2.577	0.000	25.00
26	16.887	5.629	0.804	2.680	0.000	26.00
27	17.536	5.845	0.835	2.784	0.000	27.00
28	18.186	6.062	0.866	2.887	0.000	28.00
29	18.835	6.278	0.897	2.990	0.000	29.00
30	19.485	6.495	0.928	3.093	0.000	30.00
31	20.134	6.711	0.959	3.196	0.000	31.00
32	20.784	6.928	0.990	3.299	0.000	32.00
33	21.433	7.144	1.021	3.402	0.000	33.00
34	22.082	7.361	1.052	3.505	0.000	34.00
35	22.732	7.577	1.082	3.608	0.000	35.00
36	23.381	7.794	1.113	3.711	0.000	36.00
37	24.031	8.010	1.144	3.814	0.000	37.00
38	24.680	8.227	1.175	3.918	0.000	38.00
39	25.330	8.443	1.206	4.021	0.000	39.00
40	25.979	8.660	1.237	4.124	0.000	40.00
41	26.629	8.876	1.268	4.227	0.000	41.00
42	27.278	9.093	1.299	4.330	0.000	42.00
43	27.928	9.309	1.330	4.433	0.000	43.00
44	28.577	9.526	1.361	4.536	0.000	44.00
45	29.227	9.742	1.392	4.639	0.000	45.00
46	29.876	9.959	1.423	4.742	0.000	46.00
47	30.526	10.175	1.454	4.845	0.000	47.00
48	31.175	10.392	1.485	4.948	0.000	48.00
49	31.825	10.608	1.515	5.052	0.000	49.00
50	32.474	10.825	1.546	5.155	0.000	50.00
51	33.124	11.041	1.577	5.258	0.000	51.00
52	33.773	11.258	1.608	5.361	0.000	52.00
53	34.423	11.474	1.639	5.464	0.000	53.00
54	35.072	11.691	1.670	5.567	0.000	54.00
55	35.722	11.907	1.701	5.670	0.000	55.00
56	36.371	12.124	1.732	5.773	0.000	56.00
57	37.021	12.340	1.763	5.876	0.000	57.00
58	37.670	12.557	1.794	5.979	0.000	58.00
59	38.320	12.773	1.825	6.082	0.000	59.00
60	38.969	12.990	1.856	6.186	0.000	60.00
61	39.619	13.206	1.887	6.289	0.000	61.00
62	40.268	13.423	1.918	6.392	0.000	62.00
63	40.918	13.639	1.948	6.495	0.000	63.00
64	41.567	13.856	1.979	6.598	0.000	64.00
65	42.216	14.072	2.010	6.701	0.000	65.00
66	42.866	14.289	2.041	6.804	0.000	66.00
67	43.515	14.505	2.072	6.907	0.000	67.00
68	44.165	14.722	2.103	7.010	0.000	68.00
69	44.814	14.938	2.134	7.113	0.000	69.00
70	45.464	15.155	2.165	7.216	0.000	70.00
71	46.113	15.371	2.196	7.320	0.000	71.00
72	46.763	15.588	2.227	7.423	0.000	72.00
73	47.412	15.804	2.258	7.526	0.000	73.00
74	48.062	16.021	2.289	7.629	0.000	74.00
75	48.711	16.237	2.320	7.732	0.000	75.00
76	49.361	16.454	2.351	7.835	0.000	76.00
77	50.010	16.670	2.381	7.938	0.000	77.00
78	50.660	16.887	2.412	8.041	0.000	78.00
79	51.309	17.103	2.443	8.144	0.000	79.00
80	51.959	17.320	2.474	8.247	0.000	80.00
81	52.608	17.536	2.505	8.351	0.000	81.00
82	53.258	17.753	2.536	8.454	0.000	82.00
83	53.907	17.969	2.567	8.557	0.000	83.00
84	54.557	18.186	2.598	8.660	0.000	84.00
85	55.206	18.402	2.629	8.763	0.000	85.00
86	55.856	18.619	2.660	8.866	0.000	86.00
87	56.505	18.835	2.691	8.969	0.000	87.00
88	57.155	19.052	2.722	9.072	0.000	88.00
89	57.804	19.268	2.753	9.175	0.000	89.00
90	58.454	19.485	2.784	9.278	0.000	90.00
91	59.103	19.701	2.814	9.381	0.000	91.00

	Conservative	Liberal Democrat	Labour	Ind	Ungrouped	
	63	21	3	10	0	
92	59.753	19.918	2.845	9.485	0.000	92.00
93	60.402	20.134	2.876	9.588	0.000	93.00
94	61.052	20.351	2.907	9.691	0.000	94.00
95	61.701	20.567	2.938	9.794	0.000	95.00
96	62.351	20.784	2.969	9.897	0.000	96.00
97	63.000	21.000	3.000	10.000	0.000	97.00
98	63.649	21.216	3.031	10.103	0.000	98.00
99	64.299	21.433	3.062	10.206	0.000	99.00
100	64.948	21.649	3.093	10.309	0.000	100.00
101	65.598	21.866	3.124	10.412	0.000	101.00
102	66.247	22.082	3.155	10.515	0.000	102.00
103	66.897	22.299	3.186	10.619	0.000	103.00
104	67.546	22.515	3.216	10.722	0.000	104.00
105	68.196	22.732	3.247	10.825	0.000	105.00
106	68.845	22.948	3.278	10.928	0.000	106.00
107	69.495	23.165	3.309	11.031	0.000	107.00
108	70.144	23.381	3.340	11.134	0.000	108.00
109	70.794	23.598	3.371	11.237	0.000	109.00
110	71.443	23.814	3.402	11.340	0.000	110.00
111	72.093	24.031	3.433	11.443	0.000	111.00
112	72.742	24.247	3.464	11.546	0.000	112.00
113	73.392	24.464	3.495	11.649	0.000	113.00
114	74.041	24.680	3.526	11.753	0.000	114.00
115	74.691	24.897	3.557	11.856	0.000	115.00
116	75.340	25.113	3.588	11.959	0.000	116.00
117	75.990	25.330	3.619	12.062	0.000	117.00
118	76.639	25.546	3.649	12.165	0.000	118.00
119	77.289	25.763	3.680	12.268	0.000	119.00
120	77.938	25.979	3.711	12.371	0.000	120.00
121	78.588	26.196	3.742	12.474	0.000	121.00
122	79.237	26.412	3.773	12.577	0.000	122.00
123	79.887	26.629	3.804	12.680	0.000	123.00
124	80.536	26.845	3.835	12.784	0.000	124.00
125	81.186	27.062	3.866	12.887	0.000	125.00
126	81.835	27.278	3.897	12.990	0.000	126.00
127	82.485	27.495	3.928	13.093	0.000	127.00
128	83.134	27.711	3.959	13.196	0.000	128.00
129	83.784	27.928	3.990	13.299	0.000	129.00
130	84.433	28.144	4.021	13.402	0.000	130.00
131	85.082	28.361	4.052	13.505	0.000	131.00
132	85.732	28.577	4.082	13.608	0.000	132.00
133	86.381	28.794	4.113	13.711	0.000	133.00
134	87.031	29.010	4.144	13.814	0.000	134.00
135	87.680	29.227	4.175	13.918	0.000	135.00
136	88.330	29.443	4.206	14.021	0.000	136.00
137	88.979	29.660	4.237	14.124	0.000	137.00
138	89.629	29.876	4.268	14.227	0.000	138.00
139	90.278	30.093	4.299	14.330	0.000	139.00
140	90.928	30.309	4.330	14.433	0.000	140.00
141	91.577	30.526	4.361	14.536	0.000	141.00
142	92.227	30.742	4.392	14.639	0.000	142.00
143	92.876	30.959	4.423	14.742	0.000	143.00
144	93.526	31.175	4.454	14.845	0.000	144.00
145	94.175	31.392	4.485	14.948	0.000	145.00
146	94.825	31.608	4.515	15.052	0.000	146.00
147	95.474	31.825	4.546	15.155	0.000	147.00
148	96.124	32.041	4.577	15.258	0.000	148.00
149	96.773	32.258	4.608	15.361	0.000	149.00
150	97.423	32.474	4.639	15.464	0.000	150.00
151	98.072	32.691	4.670	15.567	0.000	151.00
152	98.722	32.907	4.701	15.670	0.000	152.00
153	99.371	33.124	4.732	15.773	0.000	153.00
154	100.021	33.340	4.763	15.876	0.000	154.00
155	100.670	33.557	4.794	15.979	0.000	155.00
156	101.320	33.773	4.825	16.082	0.000	156.00
157	101.969	33.990	4.856	16.186	0.000	157.00
158	102.619	34.206	4.887	16.289	0.000	158.00
159	103.268	34.423	4.918	16.392	0.000	159.00
160	103.918	34.639	4.948	16.495	0.000	160.00
161	104.567	34.856	4.979	16.598	0.000	161.00
162	105.216	35.072	5.010	16.701	0.000	162.00
163	105.866	35.289	5.041	16.804	0.000	163.00
164	106.515	35.505	5.072	16.907	0.000	164.00
165	107.165	35.722	5.103	17.010	0.000	165.00
166	107.814	35.938	5.134	17.113	0.000	166.00
167	108.464	36.155	5.165	17.216	0.000	167.00
168	109.113	36.371	5.196	17.320	0.000	168.00
169	109.763	36.588	5.227	17.423	0.000	169.00
170	110.412	36.804	5.258	17.526	0.000	170.00
171	111.062	37.021	5.289	17.629	0.000	171.00
172	111.711	37.237	5.320	17.732	0.000	172.00
173	112.361	37.454	5.351	17.835	0.000	173.00
174	113.010	37.670	5.381	17.938	0.000	174.00
175	113.660	37.887	5.412	18.041	0.000	175.00
176	114.309	38.103	5.443	18.144	0.000	176.00
177	114.959	38.320	5.474	18.247	0.000	177.00
178	115.608	38.536	5.505	18.351	0.000	178.00
179	116.258	38.753	5.536	18.454	0.000	179.00
180	116.907	38.969	5.567	18.557	0.000	180.00
181	117.557	39.186	5.598	18.660	0.000	181.00
182	118.206	39.402	5.629	18.763	0.000	182.00
183	118.856	39.619	5.660	18.866	0.000	183.00
184	119.505	39.835	5.691	18.969	0.000	184.00

SCHEDULE OF COMMITTEE PLACES

June 2020

Committee	Total Number of Places for Elected Members	Conservative Group Allocation (63 seats)	Liberal Democrat Group Allocation (21 seats)	Labour Group Allocation (3 seats)	Independent Group Allocation (10 seats)
Strategic Planning	11	6 (-1)	4 (+1)	0	1
Area Planning Committees					
North	11	8	3	0	0
South	11	7	1	1	2
East	8	7	0	0	1
West	11	7	3	0	1
Licensing	12	8	3	0	1
Electoral Review	10	6	2	1	1
Overview and Scrutiny Management	15	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	3	0	1
Police and Crime Panel	7	5	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	119 (-1) (119.505)	40 (+1) (39.835)	6 (5.691)	19 (18.969)

Appointment of Councillors to Committees

Introduction

1. Following on from the decision to formally re-appoint committees and allocate seats to political groups, the Council must now formally agree the appointment of councillors and substitutes to those Committees in accordance with the scheme of committee places agreed under the last item.

Appointment of Councillors and Substitutes

2. Each political group should state the names of the councillors it wishes to take its allocated places on committees 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 by noon Monday 15 June. Group Leaders may also wish to bear in mind the advantages of achieving a geographical spread of appointees particularly for area planning committees.
3. The Constitution currently provides that the Council will appoint substitute councillors to serve on each committee. Each political group is currently entitled to appoint up to four substitutes where it has a councillor on that committee. As with nominations of committee members it is a legal requirement that the Council formally approves the appointment of substitute members to committees and therefore it is essential that each political group notifies Democratic Services of their nominated substitute members to serve on committees. Details of committee memberships will be circulated as soon as nominations have been received from Group Leaders as an appendix.
4. Councillors are encouraged to make use of the substitute system to ensure committees are fully represented in the case of absences by the appointed members. If a councillor finds that they are unable to attend a meeting, then they should contact Democratic Services to make their apologies and inform who will substitute for them at that meeting.

Committees of the Council

5. There are specific issues that need to be considered under the appointment of councillors.
6. The statutory rules regarding senior officers appointments embodied in the Council's Constitution require the Officer Appointments Committee to include at least one member of the Executive.
7. Also the Staffing Policy Committee requires two members of the Cabinet as Cabinet representation is required on its sub-committees by the Council's constitution and the Local Authorities (Standing Orders) (England) Regulations 2001.
8. The Standards Committee currently includes 4 non-voting co-opted members, and the terms of reference allow for up to 8 such members to be appointed, half of which must be town or parish council representatives. The Council has previously appointed four co-opted non-voting members to the Standards Committee.
9. As part of the Council's arrangements for dealing with Code of Conduct complaints, the Council is required to appoint at least one Independent Person whose views must be sought and taken into account before the Council makes a decision on an allegation it has decided to investigate. The Council has previously appointed 3 Independent Persons on a four-year term as detailed below.
11. As referenced in the previous report on the appointment of committees, the Children's Select Committee must include nominees of the Church of England, the Roman Catholic Church and a number of elected parent governor representatives (historically there have been 3 appointed representatives – one from each school sector). They will be voting members. The Council also has discretion to appoint an unlimited number of co-opted members onto this committee as representatives of children's organisations/agencies (historically this has been on a non-voting basis).
12. Wherever possible the members of Area Planning Committees should be made up of local councillors. These committees however, unless the Council has determined otherwise under the previous item, will still need to be appointed on a politically proportional basis. The geographical consideration does not apply to the Strategic Planning Committee where applications of a more strategic nature are determined and where members are expected to apply a more strategic approach.
13. All unitary councillors representing the electoral divisions covered by an Area Board will be appointed to their relevant area board as set out in Appendix 1 to this report.
14. It has been a long-standing convention that the chairmen of Select Committees would have a seat on the Overview and Scrutiny Management Committee. It has also previously been considered appropriate that the

Chairman of the Financial Planning Task Group should also have a seat on the Overview and Scrutiny Management Committee. Similar conventions are in place in respect of the chairmen of the 4 Area Planning Committees having a seat on the Strategic Planning Committee. Group Leaders are therefore asked to consider these conventions when submitting their nominations for committee places. Group Leaders can of course make subsequent requests for changes within their allocation of seats as approved by Council at future meetings of Council should the need arise.

15. The Wiltshire Pension Fund Committee comprises five Wiltshire Councillors, two voting members from Swindon Borough Council (appointed by Swindon Borough Council), two voting Employer Representatives and two non-voting employee representatives (one representing Wiltshire Council employees, one representing Swindon Borough Council employees).
16. The Investment Sub Committee is a Sub-Committee of the Wiltshire Pension Fund Committee, in accordance with its Terms of Reference, the membership comprises the Chair and Vice Chair of the Wiltshire Pension Fund Committee, and two co-opted members of the Wiltshire Pension Fund committee.
17. The Local Pension Board is constituted entirely under the Public Service Pensions Act 2013 and is not a Committee of the Council. The Local Pension Board's terms of reference and membership are included in the Council's constitution. It reports to the administering authority and its membership is as defined in the Public Service Pensions Act 2013. The rules on political proportionality do not apply. Local Pension Board members serve a four-year fixed term from first appointment.

Matters for Decision

- (A) To appoint councillors to serve on those committees in accordance with the agreed scheme of committee places, until the next occasion membership is reviewed under the provisions of the Local Government & Housing Act 1989.
- (B) To appoint substitute members (to a maximum of four per group) to the committees referred to in (A) above.
- (C) To appoint those councillors representing electoral divisions to their respective area boards as set out in Appendix 1 to this report.
- (D) To re-appoint appoint four non-voting co-opted members until May 2021 as follows:

Mr Richard Baxter
Mr Philip Gill MBE
Mr Michael Lockhart
Miss Pam Turner

- (E) Re-appoint the following persons as Independent Persons each for a four year term (until 2021):

Mr Tony Drew
Mrs Caroline Baynes
Mr Stuart Middleton

- (F) To reappoint the following non-elected members to the Children's Select Committee:

Non-Elected Voting Members	Representing
Vacancy	Church of England
Dr Mike Thompson	Clifton Diocese Roman Catholic Church
Vacancy	Parent Governor (Secondary- maintained)
Vacancy	Parent Governor (Secondary – academy)
Vacancy	Parent Governor (Special Educational Needs)
Vacancy	Parent Governor (Primary)
Non-Elected Non-Voting Members	Representing
Maisy Humphrey (Substitute Declan Kiely)	School, Children and Young People representatives
Charlotte Corfield	Further Education Representative
Sarah Busby	Secondary Schools Headteacher Representative
Catriona Williamson	Primary School Headteachers Representative
John Hawkins	School Teacher Representative

- (G) To appoint the following co-opted members to the Wiltshire Pension Fund Committee:

Name	Representing
Cllr Brian Ford	Swindon Borough Councillor (as determined by Swindon Borough Council)

Cllr Steve Allsopp.	Swindon Borough Councillor (as determined by Swindon Borough Council)
Chris Moore	Employer Representative (Wiltshire College)
Diane Hall	Employer Representative (Selwood Housing)
Stuart Dark	Scheme Member Observer- appointed by Unison
Mike Pankiewicz	Scheme Member Observer- appointed by Unison

(H) To reappoint the Investment Sub Committee in accordance with its Terms of Reference with the following co-opted members:

Name	Representing
Cllr Brian Ford	Swindon Borough (as determined by Swindon Borough Council)
Cllr Gordon King	Wiltshire Council member of Wiltshire Pension Fund Committee.

(I) To re-appoint the Local Pension Board under the Public Service Pensions Act 2013 until the expiry of the 4 year term and to re-appoint the Chairman for a further 1 year term.

Name	Representing
Mark Spilsbury	Independent Chairman
Rod Lauder	Scheme Member Representative
Barry Reed	Scheme Member Representative
Mike Pankiewicz	Scheme Member Representative
Paul Smith	Employer Member Representative
Cllr Richard Britton	Employer Member Representative
Ian Jones	Employer Member Representative

Robin Townsend
Director – Corporate Function

Appendices

Appendix - List of appointments to Area Boards

Appendix - Membership of Committees nominations (to follow)

Background papers: None

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Area Boards: Electoral Divisions**Amesbury Area Board****Electoral Divisions 6**

Amesbury East
 Amesbury West
 Till & Wylve Valley
 Durrington & Larkhill
 Bulford, Allington & Figheldean
 Bourne & Woodford Valley

Members

Robert Yuill
 Fred Westmoreland
 Kevin Daley
 Graham Wright
 John Smale
 Mike Hewitt

Bradford on Avon Area Board**Electoral Divisions 4**

Holt & Staverton
 Winsley & Westwood
 Bradford on Avon North
 Bradford on Avon South

Members

Trevor Carbin
 John Kidney
 Jim Lynch
 Sarah Gibson

Calne Area Board**Electoral Divisions 5**

Calne Rural
 Calne North
 Calne Chilvester & Abberd
 Calne Central
 Calne South & Cherhill

Members

Christine Crisp
 Thomas Rounds
 Tony Trotman
 Ian Thorn
 Alan Hill

Chippenham Area Board**Electoral Divisions 10**

By Brook
 Chippenham Cepen Park & Derriads
 Chippenham Cepen Park &
 Redlands
 Chippenham Hardenhuish
 Chippenham Monkton
 Chippenham Queens and Sheldon
 Chippenham Hardens and England
 Chippenham Lowdon and Rowden
 Chippenham Pewsham
 Kington

Members

Vacant
 Peter Hutton
 Andy Phillips
 Melody Thompson
 Nicholas Murry
 Ashley O'Neill
 Bill Douglas
 Ross Henning
 Clare Cape
 Howard Greenman

Corsham Area Board

Electoral Divisions 4

Box and Colerne
Corsham Pickwick
Corsham Without & Box Hill
Corsham Town

Members

Brian Mathew
Ruth Hopkinson
Benjamin Anderson
Philip Whalley

Devizes Area Board

Electoral Divisions 7

Bromham, Rowde and Potterne
Devizes & Roundway South
Devizes East
Devizes North
Roundway
The Lavingtons & Erlestoke
Urchfont & The Cannings

Members

Anna Cuthbert
Simon Jacobs
Peter Evans
Sue Evans
Laura Mayes
Richard Gamble
Philip Whitehead

Malmesbury Area Board

Electoral Divisions 4

Brinkworth
Malmesbury
Minety
Sherston

Members

Toby Sturgis
Gavin Grant
Chuck Berry
John Thomson

Marlborough Area Board

Electoral Divisions 4

Aldbourn & Ramsbury
Marlborough East
Marlborough West
West Selkley

Members

James Sheppard
Stewart Dobson
Nick Fogg
Jane Davies

Melksham Area Board

Electoral Divisions 6

Melksham Central
Melksham North
Melksham South
Melksham Without North
Melksham Without South
Summerham and Seend

Members

Hayley Spencer
Pat Aves
Jon Hubbard
Philip Alford
Nick Holder
Jonathon Seed

Pewsey and Tidworth Area Committee

Electoral Divisions 6

Pewsey Vale
Pewsey
Burbage & The Bedwyns
The Collingbournes & Netheravon
Ludgershall & Perham Down
Tidworth

Members

Paul Oatway
Jerry Kunkler
Stuart Wheeler
Ian Blair-Pilling
Chris Williams
Mark Connolly

Royal Wootton Bassett and Cricklade Area Board

Electoral Divisions 6

Cricklade and Latton
Lyneham
Purton
Royal Wootton Bassett East
Royal Wootton Bassett North
Royal Wootton Bassett South

Members

Bob Jones
Allison Bucknell
Jacqui Lay
Mollie Groom
Mary Champion
Chris Hurst

Salisbury Area Board

Electoral Divisions 8

Salisbury Fisherton & Bemerton
Village
Salisbury Bemerton
Salisbury Harnham
Salisbury St Edmund & Milford
Salisbury St Francis & Stratford
Salisbury St Mark's & Bishopdown
Salisbury St Martin's & Cathedral
Salisbury St Paul's

Members

John Walsh

Ricky Rogers
Brian Dalton
Atiqul Hoque
Mary Douglas
Derek Brown
Sven Hocking
Matthew Dean

South West Wiltshire Area Board

Electoral Divisions 5

Fovant & Chalke Valley
Mere
Nadder & East Knoyle
Tisbury
Wilton & Lower Wylde Valley

Members

Jose Green
George Jeans
Bridget Wayman
Tony Deane
Pauline Church

Southern Wiltshire Area Board

Electoral Divisions 5

Alderbury & Whiteparish
Downton & Ebbles Valley
Laverstock, Ford and Old Sarum
Redlynch & Landford
Winterslow

Members

Richard Britton
Richard Clewer
Ian McLennan
Leo Randall
Christopher Devine

Trowbridge Area Board

Electoral Divisions 9

Hilperton
Southwick
Trowbridge Adcroft
Trowbridge Central
Trowbridge Drynam
Trowbridge Grove
Trowbridge Lambrok
Trowbridge Park
Trowbridge Paxcroft

Members

Ernie Clark
Horace Prickett
Edward Kirk
Stewart Palmen
Andrew Bryant
David Halik
Jo Trigg
Peter Fuller
Steve Oldrieve

Warminster Area Board

Electoral Divisions 5

Warminster Without
Warminster Broadway
Warminster Copheap and Wylde
Warminster East
Warminster West

Members

Fleur de Rhe- Philipe
Anthony Jackson
Christopher Newbury
Andrew Davis
Pip Ridout

Westbury Area Board

Electoral Divisions 4

Ethandune
Westbury East
Westbury North
Westbury West

Members

Suzanne Wickham
Gordon King
Carole King
Russell Hawker

Wiltshire Council

Annual Council

16 June 2020

Appointment of Chairmen and Vice-Chairmen of Committees

Council is asked:

- a) To appoint Chairmen and Vice-Chairmen of the following meetings:
- Area Planning Committee – Eastern
 - Area Planning Committee – Northern
 - Area Planning Committee – Southern
 - Area Planning Committee – Western
 - Audit Committee
 - Health and Wellbeing Board (Chairman only)
 - Licensing Committee
 - Officer Appointments Committee
 - Pension Fund Committee
 - Staffing Policy Committee
 - Standards Committee
 - Strategic Planning Committee
- b) To note that the Overview and Scrutiny Management Committee, the Select Committees, the Police and Crime Panel, Electoral Review Committee, and Area Boards will be asked to elect their respective Chairmen and Vice-Chairmen at their first meeting following this meeting of council.
- c) To note that the Appeals Committee does not meet as a formal committee. However, three members who have undergone appropriate training are drawn from its membership to form Appeal Panels to consider and determine various types of appeals. No appointment of chairman or vice-chairman to the committee is therefore necessary. Each panel when convened will elect its own chairman.

Robin Townsend
Director - Corporate Function

Background papers: None

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Wiltshire Council

Council

16 June 2020

Urgent Executive Decisions Taken by Cabinet – Annual Report

Purpose of Report

1. To outline the key decisions made between 14 May 2019 and 8 June 2020, under the special urgency provisions detailed in the Constitution, since the last annual report to Council on 21 May 2019.

Background

2. The Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012 came into force on 10 September 2012. The Regulations deal with access to meetings and documents of the Executive. Regulation 9 details rules to be followed in publicising key decisions and requires all key decisions to be publicised 28 days in advance of the decision being taken

This Council's definition of what constitutes a key decision is as follows:

- any decision which would result in the closure of an amenity or total withdrawal of a service;
- any restriction of service greater than 5% measured by reference to current expenditure or hours of availability to the public;
- any action incurring expenditure or producing savings greater than 20% of budget service areas against which the budget is determined by Full Council;
- any decision in accordance with the Council's Financial Regulations (Part 9), involving financial expenditure of £500,000 or above, with the exception of operational expenditure by Chief Executive Officers identified within the approved budget and policy framework.
- Any proposal to change the Council's policy framework
- any contract (or programme) which:
 - ❖ exceeds an annual value of £1 million or the total contract value; or
 - ❖ exceeds £4million including any optional extension period; or

- ❖ involves the transfer of 50 or more employees in or out of the council; or
 - ❖ relates to a matter which is commercially, politically or strategically sensitive.
- Any proposal which would have a significant effect on communities living or working in an area comprising two or more electoral divisions
3. Where it is impracticable for key decisions to be publicised 28 clear days before they are made, special rules apply. Under Regulation 10, key decisions may be taken so long as the following steps are undertaken:
- The Proper Officer has informed the Chairman of the Overview and Scrutiny Management Committee; and
 - The Proper Officer has made a notice in the prescribed form available for inspection by the public. The notice must set out details of the decision to be made and why the rule on giving 28 days notice has not been complied with
 - The notice is published on the Council's website.
 - The above steps must be taken at least 5 clear days before the key decision is taken.
4. In cases where a key decision is required to be taken even sooner and it is impracticable to wait for the requisite five clear days Regulation 11 - Special Urgency rules applies. This states that a decision may only be made where the decision maker has obtained agreement from the Chairman of the Overview and Scrutiny Management Committee or in their absence, the Chairman of the Council and in their absence, the Vice-Chairman of Council, that the matter is urgent and cannot be reasonably deferred. Upon securing agreement, a notice to this effect must be published on the Council's website.
5. At relevant intervals determined by the Council, which must be at least annually, the Leader of the Council is required to submit a report to Council setting out the key decisions taken under the special urgency rule. The report must include particulars of the decision made.

Main Considerations for the Council

6. At the time of writing this report, the Leader has confirmed no decisions have been made using the special urgency provision since the last annual report to Council on the 21 May 2019.
7. The intent of the Regulations is to make provision for urgent decisions to be made whilst ensuring as far as possible that transparency, accountability and scrutiny is maintained.

8. The Council has taken steps to ensure transparency is maintained by ensuring that where decisions are taken under these special provisions, an email is sent to all members of the Council providing them with a link to the notice published on the Council's website which gives details of the decision to be taken and the reason for urgency.
9. In order to ensure Council is aware of decisions taken using the special urgency provisions at the earliest opportunity, Council has previously agreed that these are reported to the next ordinary meeting of the Council. In addition, an annual report will also be presented to Council giving details of such decisions taken in the preceding year.

Overview and Scrutiny Engagement

10. The Chair of Overview and Scrutiny Management Committee has been informed on all occasions where it is impracticable for key decisions to be publicised 28 clear days before they are made.
11. The agreement of the Chair of Overview and Scrutiny Management Committee would be obtained on all occasions where it is impracticable to wait for the requisite five clear days as detailed in Regulation 11 - Special Urgency rules. However, no such instances have taken place since the last report.

Safeguarding Implications

12. None.

Public Health Implications

13. None.

Procurement Implications

14. None.

Equalities Impact of the Proposal

15. None.

Environmental and Climate Change Considerations

16. None.

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

17. None.

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

18. None.

Financial Implications

19. None.

Legal Implications

20. The proposals in this report ensure that the Council complies with the requirements of the relevant legislation.

Workforce Implications

21. None.

Options Considered

22. None.

Recommendation

23. That Council notes this report, and that no decisions have been taken using the special urgency provision in the period since the last report.

Robin Townsend MBE
Director – Corporate Services

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Background Papers

None