


## CABINET

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MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 15 March 2016.

Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Fleur de Rhé-Philippe	Cabinet Member for Economic Development, Skills, Strategic Transport and Strategic Property
Cllr Baroness Scott of Bybrook OBE	Leader of the Council
Cllr Jonathon Seed	Cabinet Member for Housing, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Operational Property and Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Communities, Campuses, Area Boards and Broadband
Cllr Dick Tonge	Cabinet Member for Finance
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage and Arts, Governance and Support Services
Cllr Philip Whitehead	Cabinet Member for Highways and Transport
Also in Attendance:	Cllr Glenis Ansell, Cllr Trevor Carbin, Cllr Chris Caswill, Cllr Ernie Clark, Cllr Atiqul Hoque, Cllr David Jenkins, Cllr Simon Killane, Cllr Gordon King, Cllr Jacqui Lay, Cllr Bill Moss, Cllr Stephen Oldrieve, Cllr Horace Prickett, Cllr Bridget Wayman and Cllr Jerry Wickham

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

### 28 **Apologies**

Apologies were received from Cllr Keith Humphries

### 29 **Minutes of the previous meeting**

The minutes of the meeting held on 9 February 2016 were presented.

### **Resolved**

**To approve as a correct record and sign the minutes of the meeting held on 9 February 2016.**

### 30 **Declarations of Interest**

There were no declarations of interest.

### 31 **Leader's announcements**

The Leader thanked participants in the Wiltshire Business and Sports Gala Dinner which had made 12 awards to support Wiltshire's Future Olympians and Paralympians, some of whom would be attending the Rio Olympics. In addition, the event had successfully raised a further £38,000.

### 32 **Public participation and Questions from Councillors**

A statement was received from Sarah Schofield in relation to community concerns regarding potential planning development in the Hilperton Gap/Marsh area. She wanted to make cabinet aware of the level of public opinion in favour of keeping the Gap as a green area, thus maintaining the boundary between Hilperton and the town of Trowbridge. This she said was evidenced by the 1380 plus signatures on a petition on the issue and the 280 plus objections on the council's planning portal.

The Leader thanked Ms Schofield for her statement and encouraged her, and other members of the community, to make their views known by continuing to engage in the planning process.

Questions were received from Mr Richard Hames, Cllr Chris Caswill and Cllr Ernie Clark, details of which together with the responses given are available online and attached to the signed minutes.

In response to a supplementary question from Richard Hames, Cllr Sturgis clarified that it was the Council's statutory duty to consider any property requests and to get the best value from its land holdings.

In response to a supplementary question from Richard Hames, the Leader stated that she would be happy to consider any proposals for further liaison with local media outlets.

The Leader asked officers to liaise with Mr Hames to arrange a meeting to discuss any further issues he may have which would be more constructive than engaging valuable resources in responding to Mr Hames' separate questions to Cabinet.


In response to a supplementary question from Cllr Chris Caswill, the Leader asked that officers take reasonable steps to discuss the concerns raised regarding access to planning information.

In response to a supplementary question from Cllr Ernie Clark, Cllr Sturgis clarified that the figures in relation to the Trowbridge DPD would not be

released until the end of March once developers had been consulted as to the sustainability and deliverability of possible sites. Cllr Sturgis stated that he would give a written response once further information was available at the end of March.

In response to a statement from Cllr Steve Oldrieve, the Leader asked Maggie Rae to arrange a meeting with Cllr Oldrieve to update him on the Trowbridge Health & Wellbeing Centre project.

### 33 **Future of Wiltshire Council Provided Public Conveniences**

 Cllr Philip Whitehead presented a report which provided Cabinet with the outcome of the recent public consultation and discussions with parish and town councils on and sought a decision on the future provision of the public convenience service.

Issues highlighted in the course of the presentation and discussion included: that the 7 conveniences that had not been transferred would remain open whilst a cost benefit analysis was undertaken on each; that local members would be kept informed of progress; the survey work undertaken that had informed the review; the financial pressures on the service; the options for developing a community toilet scheme, delivered through local businesses and organisations; that many town and parish councils had taken the opportunity to take over the running of facilities in their community.

Cllr Gordon King stated that his Town Council was happy to embrace this change and was arranging a lease arrangement; but that he was concerned as to the way in which the option was offered as an ultimatum. Cllr Whitehead stated that he felt that the conversations with the Towns and Parishes had been robust and had expressed the options clearly.

Cllr Chris Caswill stated his support for keeping the Chippenham Bath Road toilets open, and welcomed the decision to proceed to a cost benefit analysis before any closures and asked that discussions continue with Town and Parish Councils who had so far not agreed to take on public conveniences in their areas.

Cllr Dick Tonge, in response to a matter raised by Cllr Atiqul Hoque, stated that Salisbury City Council should consider the proposal to transfer assets, and emphasised the point that Town and Parish Councils were better able to raise funds for public conveniences as they were not subject to a cap on Council tax increases.

#### **Resolved**

- (i) To note the outcome of the public consultation and transfer any public conveniences that the towns and parishes wish to manage and undertake a 'cost benefit' analysis on any remaining facilities to decide their future.**

- (ii) To delegate powers to the Associate Director, Highways and Transport following consultation with the Cabinet Member for Highways and Transport with regard to the cost benefit analysis decision on each remaining public convenience.**
- (iii) Introduce a Community Toilet Scheme in Wiltshire and enabling where possible the opening of resources in Wiltshire public buildings.**
- (iv) Authorise the Associate Director for People and Business to enter into appropriate formal arrangements for the transfer or lease of the assets on such terms as to be determined by the Associate Director for People and Business following consultation with the Associate Director for Highways and Transport, Associate Director for and Law and Governance and the Cabinet member for Highways and Transport.**

*Reason for Decision:*

*Due to Wiltshire Council's continued need to concentrate on delivering priority services; the funding for cleaning and maintenance of public conveniences was removed in April 2015.*

*However, these public conveniences remain open and the purpose of this report is to provide members with the outcome of a public consultation and to seek a decision about the future provision of the public convenience service.*

#### **34 Wiltshire Council Child Sexual Exploitation (CSE) Action Plan Update**

Cllr Laura Mayes, Cabinet Member for Children's Services, presented a report which provided Cabinet with a review of the Council's CSE Action Plan, since consideration of a report to Cabinet in May 2015. In the course of her presentation, Cllr Mayes introduced Cllr Jacqui Lay, Chair of the Scrutiny Task Group, Terence Hebert, Associate Director, and Blaire Keltie, Manager of the CSE Team, emphasising that tackling CSE was a team effort. Cllr Mayes thanked the team of officers and members who had worked hard to raise the profile of the issues within and outside the Council.

Issues highlighted in the course of the presentation and discussion included: that Wiltshire Council's plan was cognisant of other partners' plan; that officers had looked at best practice in other areas; that the three main strands of the plan were prevent, protect and pursue; that the team had visited most of the Area Boards and Multi Agency Forums within Schools; that the team had put on the play, Chelsea's choice, to highlight the issues in schools; how all looked after children were screened to assess their vulnerability to CSE; that the team was working with 55 children who were either victims or at risk; the action that had been taken to disrupt and prevent some activities of perpetrators; that 5 men had been arrested as direct result of work being undertaken; that Ofsted had already made some suggestions e.g. monitoring training impact and

improving screening test; that they had undertaken mandatory CSE training for taxi drivers seeking to renew their license; that it was hoped to roll out training further to more staff and relevant people – such as fast food and car park attendants; how outside agencies, such as the RSPCA, that may not be obvious partners, could be liaised with; how parents could be better informed, particularly of the risks to children through contact on the internet via games and messaging apps; the links to regional partners to ensure a cross-boundary approach was taken.

In response to a question from Cllr Dick Tonge, Carolyn Godfrey, Corporate Director, confirmed that only two local schools had declined showing the play Chelsea's choice, and that she would be writing to the Head and Chair of Governors of each school to emphasise the importance of the work.

There was some debate around the possibility of using an app or other appropriate electronic means to aid efforts in this area to enable children to seek assistance or report incidents. Officers were asked to explore this further and provide a progress report to Cabinet on this.

### **Resolved**

**(a) To note the progress made against the CSE action plan since May 2015.**

**(b) To ask officers to consider options for the development of electronic communication tools, and to report progress to the June meeting of Cabinet.**

*Reason for Decision:*

*Wiltshire Council has a zero tolerance approach to CSE and treats CSE as a high priority.*

*It is important the Council maintains oversight of progress in relation to the implementation of the CSE action plan.*

## **35 Mental Health and Wellbeing Strategy and Implementation Plan Update**

In the absence of Cllr Keith Humphries, Cllr Sheila Parker, Portfolio Holder for mental health, presented a report which provided an update on progress made against the Mental Health and Wellbeing Strategy Implementation Plan and provided the current document for review. The report additionally updated members on progress with the establishment of a Partnership Board to monitor progress against the aims of the strategy.

Issues highlighted in the course of the presentation and discussion included: how the impact of the strategy would be measured; that the plan would evolve in the light of national changes and local needs; how other partners are able to monitor progress; specific action being taken, and such as Health training and art on prescription.

## **Resolved**

- 1. To note the summary implementation plan and approve its publication to sit alongside the Mental Health and Wellbeing Strategy which has already been published.**
- 2. To agree that the Mental Health and Wellbeing Partnership Board will monitor progress against the implementation plan and approve developments and additions to deliver on the outcomes between now and 2021, reporting into the Health and Wellbeing Board annually on progress.**

*Reason for Decision:*

*To update Cabinet on the progress with the implementation plan and to gain agreement that future updates can be developed and approved by the Mental Health and Wellbeing Partnership Board.*

## **36 Wiltshire Council's Housing Board Annual Report**

Councillor Jonathon Seed, Cabinet Member for Housing, introduced Cllr Richard Clewer, Chairman of the Housing Board, who presented an update regarding the activities of Wiltshire Council's Housing Board.

The issues highlighted in the course of the presentation and discussion included: that the Board was satisfied with the performance and the progress made; the work that had been undertaken with regards to the risk register; that the Board was waiting to see the results of the Housing Act, and would assess the implications; that the Board would be reviewing the key performance indicators; the environmental improvement works already underway; how tenants are consulted and engaged with by the Board; how departments of the council, and external partners, coordinate their debt recovery to assist tenants in managing their circumstances better.

## **Resolved**

**To note the annual report.**

*Reasons for Decision:*

*Wiltshire Council's Housing Board's Terms of Reference require an Annual Report to be presented to Cabinet.*

## **37 Performance Management and Risk Outturn Report: Q3 2015/16**

Councillor Dick Tonge presented a report which provided a quarter three update on outturns against the measures and activities compiled and reported through the council's website via the Citizens' Dashboard and other key measures, as well as latest outturns on the council's strategic risk register.

The Leader welcomed the data in relation to economic development and childhood obesity; she encouraged those present to contact Cabinet members if they had any subsequent questions on any of the information in the report.

There being no further question or debate, the meeting;

### **Resolved**

- 1. To note updates and outturns against the measures and activities ascribed against the council's key outcomes.**
- 2. To note updates and outturns to the strategic risk register.**

*Reason for Decision:*

*The performance framework compiles and monitors outturns in relation to the outcomes laid out in the Business Plan. The framework is distilled from individual services' delivery plans. In doing so, it captures the main focus of activities of the council against each outcome.*

*The strategic risk register captures and monitors significant risks facing the council: in relation to significant in-service risks facing individual areas, in managing its business across the authority generally and in assuring our preparedness should a national risk event occur.*

### **38 Report on Treasury Management Strategy 2015/16 - Third Quarter ended 31 December 2015**

Councillor Dick Tonge, presented a report which enabled Cabinet to review the Treasury Management Strategy. This report covered the third quarter of 2015-16, ended 31 December 2015. In the course of his presentation, Cllr Tonge explained the Council's position in relation to Lender Option Borrow Option (LOBO) loads. He assured the Cabinet that the Council was not exposed to any unnecessary risk, and explained how the Council would migrate the money invested in this type of loan to more convention Public Works Loan Board (PWLB) types.

### **Resolved**

**To note that the contents of the report presented were in line with the Treasury Management Strategy.**

*Reasons for Decision:*

*To give members an opportunity to consider the performance of the Council in the period to the end of the quarter against the parameters set out in the approved Treasury Management Strategy for 2015-16.*

39 **A303: Stonehenge Improvement**

Cllr Fleur De Rhé-Philippe, presented a report which explained the Development Consent Order (DCO) process, and to set out the main implications for the Council.

Issues highlighted in the course of the presentation and discussion included: that the scheme was part of a programme of nationally significant schemes; that the Department for Transport was considering all the options; the length and complexity of the process; how the programme will be monitored with partners; the concerns of the public and the possibility of conflict; how the police will be involved in any planning; that it was hoped that the scheme would start in 2020; how heritage bodies had been consulted on the proposals; that possible positive and negative impacts of the proposals on local communities; the impact of the proposals on carbon reduction and air quality; and how local members and communities would be kept informed.

**Resolved**

- a) **To note the report**
- b) **To acknowledge the inevitable resource implications for the Council**
- c) **To acknowledge the need for strong governance arrangements**
- d) **To note that items b. and c. above will be the subject of future reports**

*Reasons for Decision:*

*To ensure that the Council's role in the DCO process is properly discharged.*

40 **Clarification of change to council tax discounts on properties that have been unoccupied and unfurnished properties for two years**

Councillor Dick Tonge presented a report which sought to clarify the effective date of the application of the levy in relation to the change to council tax discounts on properties that had been unoccupied and unfurnished for two years. In giving his presentation, Cllr Tonge confirmed that legal advice had been sought, and how notification would be given.

There being no further debate, the meeting;

**Resolved**




- 1. That the levy is introduced for the year 2016/17, but collection be effective from 1<sup>st</sup> October 2016 for properties that have been unoccupied and unfurnished since 1<sup>st</sup> October 2014.**
- 2. That the time between the approval of this report and October 2016 is used to communicate and inform the owners of these properties.**

*Reasons for Decision:*

*The council should employ the freedoms given to local authorities through the introduction of The Council Tax (Exempt Dwellings) (England)(Amendment) Order 2012, to tackle the issue of the issue of property left unoccupied and unfurnished for more than two years.*

#### **41 Licensing and support of Microsoft software**

 Cllr Stuart Wheeler presented a report which sought approval for the Council to competitively procure software licences and related support services for Microsoft products through a Crown Commercial Services framework contract RM1054 - Technology Products, under Lot 2 for Packaged Software.

Issues highlighted in the course of the presentation and discussion included: that the contract would be for three years; that Microsoft was encouraging clients to move their licensing model from property to a cloud model; the national negotiations that had benefitted the Council; that the value of the contract necessitated Cabinet approval; and the arrangements and costs for third party users providing services for the council.

#### **Resolved**

- 1. That Cabinet approve the procurement of a 3 year Enterprise Agreement for Microsoft licences and support services, noting that this will be undertaken through a competitive call off from Lot 2 of the Crown Commercial Services RM1054 framework.**
- 2. That authority is delegated to the Associate Director – People and Business Services to approve the award of any resulting contract for the best value solution.**
- 3. To note that the new contract would run from 1st June 2016 to 31st May 2019.**

*Reasons for Decision:*

*The expiry of our existing Microsoft Enterprise License Contract with Trustmarque on the 1st of June 2016. If we do not have licences in place we will have to cease using the software and essential public services will be significantly disrupted.*

## 42 **Better Care Plan 2016/17**

**Key** In the absence of Cllr Keith Humphries, The Leader asked Maggie Rae, Corporate Director to introduce the report which sought approval for the high level objectives of the Better Care Plan (BCP) which was required to be revised and submitted to the national team for review by the end of March 2016.

Issues highlighted in the course of the presentation and discussion included: That the fund would run from 2018/19 but then would form part of core funding; that the national team would be visiting and report would be discussed at H&WB; that the plan focused on the frail elderly population; that the activities arising from the plan aimed to divert hospital admissions and keep people in their communities.

In response to a question from Cllr Chris Caswill, Maggie Rae explained that Homefirst was a pilot scheme being trialled in Salisbury, and it was yet to be fully analysed. It may be possible for the results to be discussed through the Select Committee.

During debate concern was expressed over the introduction of new Sustainability and Transformation Plans that the Government had required local NHS partners to develop in a short timescale.

In response to a question from Cllr Chris Caswill, Maggie Rae explained that it was her intention that funding be focused on enhancing and embedding the community services model.

### **Resolved**

- 1. To note the Better Care Plan in Wiltshire retains a strong reputation nationally and as the data demonstrates we are making strong progress in a number of performance indicators.**
- 2. To approve the high level objectives of the Better Care Plan for 2016/17 and the budget outline in appendix 1 of the report.**
- 3. That the Cabinet remains concerned that any budgets remain unallocated, and that these should be correctly identified as earmarked reserve.**

*Reason for Decision:*

*In line with the urgency associated with this work the BCP needs to be revised and submitted to the national team for review by the end of March 2016.*

## 43 **Urgent Items**

There were no urgent items.

(Duration of meeting: 9.30 am - 12.50 pm)

These decisions were published on the 18 March 2016 and will come into force on 30 March 2016

The Officer who has produced these minutes is Yamina Rhouati, of Democratic Services, direct line 01225 718024 or e-mail [Yamina.Rhouati@wiltshire.gov.uk](mailto:Yamina.Rhouati@wiltshire.gov.uk)  
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