

## CABINET

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### **DRAFT MINUTES OF THE CABINET MEETING HELD ON 7 FEBRUARY 2017 AT THE KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.**

#### **Present:**

Cllr Baroness Scott of Bybrook OBE, Cllr John Thomson, Cllr Fleur de Rhé-Philippe, Cllr Laura Mayes, Cllr Jonathon Seed, Cllr Toby Sturgis, Cllr Dick Tonge, Cllr Jerry Wickham, Cllr Stuart Wheeler and Cllr Philip Whitehead

#### **Also Present:**

Cllr Anna Cuthbert, Cllr Jon Hubbard, Cllr Richard Gamble, Cllr Allison Bucknell, Cllr Richard Clewer, Cllr Bridget Wayman, Cllr Glenis Ansell, Cllr Simon Killane and Cllr Horace Prickett and Cllr Macdonald

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#### 11 **Apologies**

There were apologies received as all members of the Cabinet were in attendance.

#### 12 **Minutes of the previous meeting**

The minutes of the meeting held on 17 January 2017 were presented.

#### **Resolved**

**To approve as a correct record and sign the minutes of the meeting held on 17 January 2017.**

#### 13 **Minutes - Capital Assets Committee**

The minutes of the meeting held on 17 January 2017 were presented.

#### **Resolved**

**To note the minutes of the meeting held on 17 January 2017.**

#### 14 **Declarations of Interest**

There were no declarations of interest.

#### 15 **Leader's announcements**

The Leader confirmed that this meeting would be webcast live.

The Leader announced that with the consent of the meeting, she would be leaving the meeting early, at which point, the Deputy Leader would assume the Chair. The Leader also explained that the item on the Wiltshire Council's Financial Plan 2017/18 would be taken at the start of the agenda immediately after Public Participation.

16 **Public participation and Questions from Councillors**

Councillor Jon Hubbard offered his thanks, and those of two of his local constituents, to Councillor Jerry Wickham for his and his officers' efforts in becoming only the second area in the County to have signed, jointly with the Wiltshire Clinical Commissioning Group (CCG), the Motor Neurone Disease charter.

Councillor Wickham thanked Councillor Hubbard for raising the issue with him, and that he was very pleased to have the CCG involved as it would make the signing of the charter more impactful.

There were no questions from members of the public and the Leader explained that anyone present, elected members or public could raise issues relating to items on the agenda.

17 **Wiltshire Council's Financial Plan 2017/18**

The Leader presented the report which outlined the draft proposals to Council at its budget meeting on 21 February 2017 for the adoption of Wiltshire Council's Financial Plan 2017/18. In addition, the Leader presented amendments to these proposals, circulated at the meeting and available as a supplement.

It was noted that the amendments had been considered by the relevant officers and judged to be viable and deliverable, would do not impact adversely on the substantive proposals as they would not change the net budget requirement, the level of Council Tax or reserves proposed.

The Leader invited Councillor Dick Tonge to present the budget report and other Cabinet Members to highlight any proposals within their respective portfolios.

The Leader invited Councillor Simon Killane and Councillor Glenis Ansell to comment on the scrutiny process. The report of the Financial Planning Task Group chaired by Cllr Ansell held on 27 January and the report of the Overview and Scrutiny Management Committee chaired by Cllr Killane held on 1 February as published were referred to. The Leader thanked scrutiny for its input into the budget process. The Overview and Scrutiny Management Committee would at its meeting on 14 February consider any opposition amendments to the budget. The Leader suggested that this would be an opportunity for Scrutiny to consider the Administration's amendments presented and this was agreed by Cllr Killane.

The s151 Officer confirmed that there had not been final confirmation from the Government as to the financial settlement, and that any movement would be dealt with from reserves.

## **Resolved**

### **To recommend that Council:**

**a. Endorses the update of the Financial Plan for 2017/18.**

**b. Approve the investment and savings proposals summarised at Sections 7 and 9 respectively of this report and at Appendix 1, to provide a net revenue budget for 2017/18 of £311.351 million.**

**c. To vote separately:**

**i. Set the Council's total net expenditure budget for 2017/18 at £311.351 million.**

**ii. Revise the Social Care Levy proposed to Council in October 2016 and propose a further 1% increase to 3%, with the Council Tax increase remaining in line with Council's October decision, at 1.99%**

**iii. Approve the Capital programme proposed at Appendix 1E of this report.**

**iv. Set the changes in fees and charges set out in detail at Section 8 of and at Appendix 1G of this report.**

**v. Set a 1% reduction for social dwelling rents.**

**vi. Set the Housing Revenue Account (HRA) Budget for 2017/18 as set out at Appendix 1F of this report.**

**vii. That all other service charges related to the HRA be increased by CPI plus 1%, including garage rents.**

**d. That the following amendments be incorporated into the recommendation:**

**i) Visit Wiltshire – to limit the reduction in the grant funding to £50,000.**

**ii) Wiltshire Parent Carers Council (WPCC), increase investment by £50,000.**

**iii) Extend the opening hours at Salisbury (Churchfields), Chippenham (Stanton St Quintin) and Trowbridge (Canal Road) Household Recycling Centres (HRCs) by one day per week from April to October by investing an additional £175,000.**

iv) **Additional £100,000 investment in the development of staff.**

**To be funded from:**

v) **Marketing and communications to find £175,000.**

vi) **To fund £200,000 of Preventative Property Maintenance from Whole Life Capital funding.**

e. **That the above mentioned amendments to the budget be referred to the Overview and Scrutiny Management Committee at its meeting on 14 February 2017 for consideration and comment.**

*Reason for Decision:*

*To enable Council to:*

*Set its revenue, capital, housing revenue accounts, fees and charges, levels of reserves and resultant Council Tax and Social Care Levy for 2017/18, as well as to issue Council Tax and rent bills.*

*Provide the Council with a strong business and financial plan for sustainable delivery for 2017-18.*

## 18 **Revenue Budget Monitoring**

Councillor Dick Tonge presented the report which advised members of the revenue budget monitoring position as at the end of period 9 (end of December 2016) for the financial year 2016/2017 with suggested actions as appropriate. In presenting the report, Councillor Tonge outlined the variances and the actions taken to address overspends.

The Leader thanked Councillor Tonge for the report and commended Cabinet Members and officers for working hard to address these issues.

### **Resolved**

**To note the outcome of the period 9 (end of December) budget monitoring.**

*Reason for Decision:*

*To inform effective decision making and ensure a sound financial control environment.*

## 19 **Capital Budget Monitoring**

Councillor Dick Tonge presented the report which informed Cabinet on the position of the 2016/2017 Capital Programme, as at Period 9 (end of December 2016), including highlighting budget changes. A budget monitoring report to members is taken to

Cabinet Capital Assets Committee quarterly in September, December, February and June. The report presented focused on major variations in the budget.

#### **Resolved**

- 1. To note the budget movements undertaken to the capital programme shown in appendices A and B; including reprogramming of £14.142 million between 2016/2017 and 2017/2018.**
- 2. To also note the position of the capital programme in Appendix A of the report presented.**

*Reason for Decision:*

*To inform Cabinet of the position of the 2016/2017 capital programme as at Period 9 (and of December 2016), including highlighting any budget changes.*

#### **20 Treasury Management Strategy 2017-18**

Councillor Dick Tonge presented the report which requested Cabinet to consider and recommend that the Council approve the Prudential and Treasury Indicators, together with the Treasury Management Strategy for 2017/2018. In presenting the report, Councillor Tonge explained that the Icelandic bank debt had fallen to the point where it was now being dealt with as part of the normal debtors processes.

In response to a question from Councillor Glenis Ansell, the s151 Officer confirmed that the local authorities did not have a separate credit rating.

#### **Resolved**

**To recommend that the Council:**

- a) adopt the Prudential and Treasury Indicators (Appendix A) of the report presented.**
- b) adopt the Annual Investment Strategy (Appendix B) of the report presented.**
- c) delegate to the Associate Director, Finance the authority to vary the amount of borrowing and other long term liabilities within both the Treasury Indicators for the Authorised Limit and the Operational Boundary;**
- d) authorise the Associate Director, Finance to agree the restructuring of existing long-term loans where savings are achievable or to enhance the long term portfolio;**
- e) agree that short term cash surpluses and deficits continue to be managed through temporary loans and deposits; and**

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

*Reason for Decisions*

*To enable the Council to agree a Treasury Management Strategy for 2017/2018 and set Prudential Indicators that comply with statutory guidance and reflect best practice.*

**Councillor John Thomson, Deputy Leader in the Chair**

21 **Wiltshire Playing Pitch Strategy**

**Key** Councillor Jonathon Seed presented the report which considers the background and context to the development of the Council's first Playing Pitch Strategy, which comprised four documents; the Wiltshire Playing Pitch Strategy; the Action Plan; the Community Area Profiles; the full needs assessment. Cabinet was requested to formally adopt the Wiltshire Playing Pitch Strategy and associated documents that would be used in decision making and to inform the development of planning policy.

In presenting the report, Councillor Seed stated that: the document and maps would be updated as further information was received; that the link between sport and health was key; and that he would be happy to consider any specific issues raised by Members as part of this process.

**Resolved**

- a) **To formally adopt the Wiltshire Playing Pitch Strategy, Action Plan, Community Area Profiles and Needs Assessment to inform decision making and policy development.**
- b) **That the Strategy Development Steering Group is to evolve into the body overseeing the Playing Pitch Strategy on behalf of the Council and reporting to the relevant Cabinet officers on an annual basis, with an annual report to be provided to Environment Select Committee. This group to be renamed the Wiltshire Playing Pitch Strategy Implementation Group.**

*Reasons for Decisions:*

*A Playing Pitch Strategy for Wiltshire is an important document that underpins the core strategy and provides robust evidence for organisations such as Sport England who are statutory consultees in the planning process. Whilst not a statutory requirement in itself, the Playing Pitch Strategy is vital in providing an*

*informed evidence base for the protection and future development of formal outdoor space.*

*The Playing Pitch Strategy will help to influence a variety of local authority functions, policy development and decision making in respect of the community playing pitch stock, including planning policy and planning applications, educational provision, funding, facility and asset management, development of pitch based sports, public health and the management and maintenance of provision.*

*The presence of a Playing Pitch Strategy is seen as best practice by the Department for Culture Media and Sport and Sport England.*

## 22 **School Admission 2018/19**

Councillor Laura Mayes presented the report which presented the four elements of the Admissions Policy which, following consultation, were required to be determined by Cabinet. Councillor Mayes, in presenting her report, commended the staff for their hard work and commented on the increase in the number of parents accessing the service online.

### **Resolved**

#### **To approve:**

- a) the proposed scheme for the co-ordination of admission to secondary schools for 2018/19.**
- b) the proposed scheme for the co-ordination of admissions to primary schools for 2018/19.**
- c) the proposed admission arrangements for Voluntary Controlled & Community Secondary Schools for 2018/19.**
- d) the proposed admission arrangements for Voluntary Controlled & Community Primary Schools for 2018/19.**

#### *Reason for Decision:*

*The Local Authority has a statutory duty to have a determined admission policy for 2018/19 in place on or before 28 February 2017.*

## 23 **Urgent Items**

There were no urgent items.

## 24 **Exclusion of the Press and Public**

### **Resolved:**

**To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the following item of business because it is likely that if members of the public were present there would disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighed the public interest in disclosing the information to the public.**

Reason for taking the item in private:

Paragraph 3 – information relating to the financial information or business affairs of any particular person (including the authority holding that information)

No representations had been received as to why this item should not be held in private.

25 **Procurement of housing related support contract**

**Key** Councillor Jonathon Seed presented a report which sought to obtain delegated approval to proceed with the procurement exercise to recommission housing related support services to meet the identified needs of a range of customer groups within the approved budget.

**Resolved**

- 1. To approve the commencement of re-commissioning of housing related support services ensuring that there is a balance of housing related support services provided across all customer groups which will reflect the up to date needs; and**
- 2. To delegates authority to the Associate Director for Housing, following consultation with the Cabinet Member for Housing, Leisure, Libraries and Flooding and the Cabinet for Finance, to award contracts within the approved budget**

(Duration of meeting: 9.30 - 10.46 am)

These decisions were published, earlier, on 10 February 2017 and will come into force on 20 February 2017

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

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