




# Agenda and minutes

## Cabinet

### Tuesday, 21st July, 2015 10.30 am


- [Attendance details](#)
- [Agenda frontsheet](#)  PDF 147 KB
- [Agenda reports pack](#)
- [Agenda Supplement 1 - Cabinet - 21/7/15](#)  PDF 233 KB
- [Printed minutes](#)  PDF 250 KB


**Venue:** The Kennet Room - County Hall, Trowbridge BA14 8JN. [View directions](#)

**Contact:** William Oulton Email: [william.oulton@wiltshire.gov.uk](mailto:william.oulton@wiltshire.gov.uk)

**Webcast:** [View the webcast](#)

#### Items

<b>82.</b>	<p><b>Apologies</b></p> <p><b>Additional documents:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Webcast for 82.</a></li> </ul> <p><b>Minutes:</b></p> <p>Apologies were received from Cllr Jane Scott.</p> <p>Note: Vice-Chairman, Cllr Jon Thomson, was in the chair.</p>
<b>83.</b>	<p><b>Minutes of the previous meetings</b></p> <p>To confirm and sign the minutes of the Cabinet meetings held on 16 June 2015 and 9 July 2015. The minutes for the special meeting on the 9<sup>th</sup> are to follow.</p> <p><b>Supporting documents:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Minutes Public Pack, 16/06/2015 Cabinet</a>  PDF 188 KB</li> <li>• <a href="#">Webcast for 83.</a></li> </ul> <p><b>Minutes:</b></p> <p>The minutes of the meeting held on 16 June 2015 were presented. It was noted that the minutes of the special meeting of Cabinet held on the 9July 2015 would be presented to the next ordinary meeting.</p>





	<p><b>Resolved:</b></p> <p><b>To approve as a correct record and sign the minutes of the meeting held on 16 June 2015.</b></p>
<b>84.</b>	<p><b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p> <p><b>Additional documents:</b></p> <ul style="list-style-type: none"><li>• <a href="#">Webcast for 84.</a></li></ul> <p><b>Minutes:</b></p> <p>There were no declarations of interest.</p>
<b>85.</b>	<p><b>Leader's announcements</b></p> <p><b>Additional documents:</b></p> <ul style="list-style-type: none"><li>• <a href="#">Webcast for 85.</a></li></ul> <p><b>Minutes:</b></p> <p>There were no announcements.</p>
<b>86.</b>	<p><b>Public participation and Questions from Councillors</b></p> <p>The Council welcomes contributions from members of the public. This meeting is open to the public, who may ask a question or make a statement. Questions may also be asked by members of the Council. Written notice of questions or statements should be given to William Oulton of Democratic Services by 12.00 noon on Thursday 16 July 2015. Anyone wishing to ask a question or make a statement should contact the officer named above.</p> <p><b>Supporting documents:</b></p> <ul style="list-style-type: none"><li>• <a href="#">Question and Response - Iris Thompson</a>  PDF 59 KB</li><li>• <a href="#">Webcast for 86.</a></li></ul> <p><b>Minutes:</b></p> <p>The Deputy Leader drew the meeting's attention to the question received from Iris Thompson. The questions and responses were included in an updated Agenda Supplement published prior to the meeting.</p> <p>Councillor Philip Whitehead stated, in response to a supplementary question from Mrs Thompson, that the advice received from the Council's consultants and engineers was that the scheme as designed was safe; the Council would review the scheme once it had been completed to ascertain if any mitigating measures were required.</p>

The Deputy Leader added that whilst he understood there was a difference of opinion on the matter, he did not think the Council could respond further than it had already done to assuage Mrs Thompson's concerns.

### **87. Draft Annual Governance Statement 2014-15**

Report by Dr Carlton Brand, Corporate Director.

#### **Supporting documents:**

- [Report - AGS](#)  PDF 89 KB
- [Report - AGS - Appx 1](#)  PDF 257 KB
- [Report - AGS - Appx 2 Extract Printed minutes 23062015 1030 Audit](#)  PDF 56 KB
- [Report - AGS - Appx 2 Extract Printed Standards Committee](#)  PDF 50 KB
- [Webcast for 87.](#)

#### **Minutes:**

CLlr Dick Tonge, Cabinet Member for Finance, presented the report which asked Cabinet to consider a draft Annual Governance Statement for 2014-15 for comment before final approval is sought from the Audit Committee on 29 July 2015.

In response to a question from Cllr Jon Hubbard regarding the reduction in budget for Councillor Development, Cllrs Stuart Wheeler and Cllr Dick Tonge stated that Cllr Alison Bucknell, the Portfolio Holder, was working to focus the programme on identifiable development needs rather than courses of a more general nature.

#### **Resolved**

- 1. To receive the draft AGS as set out in Appendix 1; and**
- 2. To note that the draft AGS will be revised in the light of any comments by Cabinet and ongoing work by the Governance Assurance Group before final approval by the Audit Committee and publication with the Statement of Accounts at the end of July 2015.**

Reason for Decision:



To prepare the AGS 2014-15 for publication in accordance with the requirements of the Audit and Accounts Regulations 2011.

### **88. Statement of Accounts**



Report by Carolyn Godfrey, Corporate Director.

#### **Supporting documents:**

- [Report - Statement of Accounts](#)  PDF 83 KB
- [Report - Statement of Accounts Appx](#)  PDF 420 KB
- [Webcast for 88.](#)

**Minutes:**

Cllr Dick Tonge, Cabinet Member for Finance, presented the report which presented the draft Statement of Accounts in respect of the 2014/2015 financial year for Wiltshire Council.

In response to a question from Cllr Jon Hubbard, Michael Hudson, the s151 Officer, stated that national accounting rules required Councils to reflect any changes to pension reserve requirements in the balance sheet. As the matter required a more technical answer, a written answer would be provided.

**Resolved****To receive and note the draft Statement of Accounts for 2014/2015.**


Reason for Decision:

The Cabinet are aware of the Statement of Accounts for 2014/2015.

**89. Salisbury Asset Transfer**

Report by Dr Carlton Brand, Corporate Director.

**Supporting documents:**

- [FINAL Cabinet Salisbury CAT \(7\)](#)  PDF 157 KB
- [Webcast for 89.](#)

**Minutes:**

Cllr Dick Tonge, Cabinet Member for Finance, presented the report which outlined the opportunity, scope and risks associated with asset transfer and service delegation to Salisbury City Council; and asked Cabinet to agree to the scope of the transfer and services and types of asset involved.

The meeting was addressed by Cllr Mathew Deane of Salisbury City Council who expressed the City Council's enthusiasm for taking the opportunity presented by the proposed transfer.

In response to a concern raised by Cllr Deane regarding how best to manage the CCTV system, Councillors Dick Tonge and Jon Thomson stated that package should be considered as a whole and that the management of the CCTV system was an issues that should be addressed by the City Council.

Cllr Jonathon Seed made reference to the amount of money spent upgrading the CCTV, and that other communities would welcome similar levels of attention. Cllr Jon Hubbard stated that it was clear that CCTV was a priority for

the City Council, and that he hoped that other communities, when negotiating future transfer deals, would be able to, similarly, address their own priorities during negotiations.

Cllr Richard Clewer stated that he hoped that the transfer of the market would allow more events to promote visitors and stimulate economic development.

### **Resolved**

- 1. That Cabinet agree to devolve both assets and services to Salisbury City Council.**
- 2. That Cabinet agree the scope of the transfer to include the following services and assets where there is no strategic need:**
  - a) Assets**
    - **Land (as listed in the report)**
    - **Amenity assets and associated s106 monies (as listed in the report)**
    - **Property (as listed in the report)**
  - b) Services**
    - **CCTV (after investment in the new digital system)**
    - **Shop mobility**
    - **Amenity services**
- 3. That Cabinet note the opportunity for this proposal to act as a model for other town and parish councils.**
- 4. To delegate to the Cabinet members for Property, Planning & Waste and Finance the final list of assets and services to transfer after the due diligence period.**

Reasons for Decisions:

To propose a plan in support of the Business Plan to devolve a cost neutral bundle of assets and services to Salisbury City Council.

### **90. Urgent Items**

Any other items of business, which the Leader agrees to consider as a matter of urgency.

#### **Additional documents:**

- [Webcast for 90.](#)

#### **Minutes:**

There were no urgent items.

**91. Exclusion of the Press and Public**

This is to give further notice in accordance with paragraph 5 (4) and 5 (5) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 of the intention to take the following item in private.

To consider passing the following resolution:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Items Numbered 11 and 12 because it is likely that if members of the public were present there would be 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 outweighs the public interest in disclosing the information to the public.

Reason for taking item in private:

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

**Additional documents:**

- [Webcast for 91.](#)

**Minutes:****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 items 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 outweighs 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 were received as to why this item should not be held in private.

**92. Waste Management Contract Award**

- [View the reasons why item 92. is restricted](#)



Report by Dr Carlton Brand, Corporate Director.

**Minutes:**

Councillor Toby Sturgis, Cabinet Member for Strategic Planning (Strategic and Development Management), Property, Waste and Strategic Housing, presented the report which provided an update on the outcome of the tender evaluation process; and sought decisions in accordance with the proposals.

In the course of the presentation and the discussion, the issues discussed included: how risks can be mitigated through negotiation with the contractor; the implications of recent planning decisions; the impact of EU regulations and the market for recyclable material; what information would be presented to future meeting of the Cabinet regarding extant matters; and when Councillors would be informed of the outcome of tenders.

**Resolved**

- (i) **To authorise award of contracts for:**
- **Lot 1 (materials recovery facility for dry recyclable materials)**
  - **Lot 3 (garden waste composting) and**
  - **Lot 4 (landfill or landfill diversion)**
- (ii) **To authorise the Associate Director Waste and Environment after receiving advice from the Associate Director Legal and Governance, the Associate Director Finance and the Associate Director Corporate Services to complete the contracts by 30 January 2016 subject to, for Lot 1 only, a decision being made on the collection method to be adopted for the collection of dry recyclables;**
- (iii) **To note that the Associate Director Waste and Environment after receiving advice from the Associate Director Legal and Governance, the Associate Director Finance and the Associate Director Corporate Services has invited tenderers for Lot 2 to revise and confirm their tenders based on the reduced opening hours for the household recycling centres to be implemented from 13 July 2015 and tenderers for Lot 5 to submit a variant tender based on a fully co-mingled collection of dry recyclable materials including glass; and**
- (iv) **To agree the recommendations numbers iv), v) and vii) as outlined in the report.**

Reason for Decisions:

To enable the council to maintain service delivery for residents, to comply with its statutory duties to collect and dispose of waste and to continue to progress towards achieving statutory targets once current contracts expire.

### 93. Highways and Streetscene Contract

- [View the reasons why item 93. is restricted](#)



Report by Dr Carlton Brand, Corporate Director.

#### Minutes:

Councillor Philip Whitehead, Cabinet Member for Highways and Transport, presented the report which asked Cabinet to review the contract highways and streetscene.

#### Resolved

**To agree the recommendations as set out in the report.**

Reason for Decision:

As set out in the report.

## Contact details

[Contact Wiltshire Council](#)

### Write to us or call us

*Democratic Services  
Wiltshire Council  
County Hall  
Trowbridge  
Wiltshire  
BA14 8JN*

[committee@wiltshire.gov.uk](mailto:committee@wiltshire.gov.uk)

Fax: 01225 713099