

Cabinet

MINUTES OF THE CABINET MEETING HELD ON 19 NOVEMBER 2019 AT COUNCIL CHAMBER - COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.

Present:

Cllr Philip Whitehead (Chairman), Cllr Allison Bucknell, Cllr Ian Blair-Pilling, Cllr Pauline Church, Cllr Simon Jacobs, Cllr Laura Mayes, Cllr Toby Sturgis and Cllr Bridget Wayman

Also Present:

Cllr Andrew Bryant, Cllr David Halik, Cllr Alan Hill, Cllr Jon Hubbard, Cllr Carole King, Cllr Gordon King, Cllr Horace Prickett, Cllr Ian Thorn, Cllr Robert Yuill, Cllr Chuck Berry, Cllr Jane Davies, Cllr Richard Gamble, Cllr Steve Oldrieve, Cllr James Sheppard, Cllr Christopher Williams and Cllr Johnny Kidney

149 **Apologies**

Apologies were received from Cllr Richard Clewer.

150 **Minutes of the previous meeting**

The minutes of the meeting held on 8 October 2019 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 8 October 2019.

151 **Declarations of Interest**

Cllr Allison Bucknell declared a personal interest in relation to agenda item 6 – Proposals for Special Schools in the North of Wiltshire, as she was a Trustee of Wiltshire Portage, a special needs charity. Cllr Bucknell remained in the meeting and took part in the debate and voted on the proposals.

152 **Leader's announcements**

There were no Leader announcements.

153 **Public participation and Questions from Councillors**

1. Colin Gale, on behalf of Pewsey Community Area Partnership, Pewsey parish Council, and Campaign to Protect Rural England asked a number of questions about the final report of the Public Consultations Task Group.

The Leader confirmed that Mr Gale had received responses to his questions and these had been published on the Council's website prior to the day of the meeting. Mr Gale then asked a number of supplementary questions. The Leader confirmed that written responses would be available shortly.

The Leader thanked Mr Gale for his questions.

2. Ian Scott representing the National Education Union read out a statement about Preshute School and a request to meet with the Cabinet member for Children, Education and Skills to discuss additional funding to support the new leadership of the school for some unique one-off expenditure.

The Leader confirmed that the Cabinet Member would be in contact with Mr Scott about this matter.

154 **Proposals for special schools in the north of Wiltshire**

Cllr Pauline Church, Cabinet member for Children, Education and Skills presented a report detailing the responses from the Representation phase of the consultation on a proposal to close three special schools, Rowdeford, St Nicholas and Larkrise, and open a new amalgamated school across all three existing sites.

Cllr Church reminded the Cabinet that they had considered the matter at their meetings held on 27 November 2018 and 22 May 2019. Since the Cabinet meeting in May 2019, the Council issued a Statutory Notice regarding the closure of the three schools and the opening of one new amalgamated maintained school, with a consultation period held during September 2019. The details of which were included in the report. Cllr Church thanked all those who were involved and responded to the consultation and indicated that their involvement in the process had changed the Councils view of the way forward and signalled a move away from closing Larkrise and St Nicholas Schools to a three site solution.

Cllr Church reminded the meeting that there would be further consultation at a later stage in the build (anticipated to be in 2022/23) to consider, based primarily on demand and the views of stakeholders at that time, the requirement for sites in the future. The Council anticipated a total investment of up to £35 million in a purpose built Centre of Excellence at Rowde. The current proposals, which would reduce overcrowding, were financially sustainable.

A number of statements and questions were received from school representatives and the public in relation to the proposals, copies of which are attached at Appendix 1 to these minutes. In response to the statements and questions, Cllr Church explained that additional capital funding was available for necessary investment for Larkrise and St Nicholas, appropriate training, support and funding would be delivered to enable a smooth transition, confirmed the future link between special schools, mainstream education and the Inclusion and SEND strategy which is in consultation, consideration of speed limits outside Rowdeford school and the necessary physical changes to the Rowdeford site.

In addition to the above representations, the Leader welcomed the views of Councillors on the following issues:

- Expectation setting and the delivery of a three site school solution not being guaranteed in perpetuity
- Number of places and if they are sufficient
- The pressing need to find additional places for September 2020 which can offer opportunities for movement across the three school sites this September
- Overall cost of the project acknowledging both the lower and higher thresholds within the report and the potential to draw in additional funds if further places were needed
- Additional capital investment at Larkrise and St Nicholas
- The need for resource bases to enable young people to be taught in their local communities, for both primary and secondary and alongside mainstream where appropriate.
- The relevance of this project being a maintained school
- The need to invest in transition with staffing and support to families and children/young people
- Public, carers and educational establishment views taken on board
- Confirmation that the all the Cabinet members, including the three new members had reviewed all correspondence and reports in relation to previous Cabinet meetings on this subject matter.

In response to a number of the above comments Cllr Church explained that (i) the needs and preferences of parents and carers will be key when considering the appropriateness of children/young people transitioning to the new site at Rowdeford (ii) the new site at Rowdeford has the potential for up to 400 pupils and there will be capacity at the other two sites ensuring flexibility for the future; (iii) capacity at the Larkrise and St Nicolas sites will be reduced as space becomes available at the Rowdeford site (iv) a small capital investment is

available for adaptations at Larkrise and St Nicholas to repurpose space for smaller numbers; and (iv) significant work being undertaken in relation to inclusive education for both primary and secondary schools.

Resolved: That the Cabinet:

- 1. Approves the establishment of a new maintained special school with a single leadership team for the existing St Nicholas, Rowdeford and Larkrise schools as soon as possible and no later than 1 September 2021**
- 2. Approves the closure of St Nicholas, Rowdeford and Larkrise school as a related proposal no later than the 31 August 2021**
- 3. Approves expansion on the existing Rowdeford site to accommodate up to 400 pupils as part of the new special school by September 2023**
- 4. Recommends that a new capital budget is included in the Capital Programme 20/21 which will be approved by Full council in February 2020 at the revised level of £33.194 million required to deliver this proposal**
- 5. Approves that the sites of St Nicholas and Larkrise stay in use until the new provision is ready, and it is appropriate to consider children/young people transitioning to the new site at Rowdeford**
- 6. Authorises the Executive Director of Children's Services, after consultation with the Cabinet member for Children, Education and Skills, the Director of Legal, Electoral and Registration Services and Chief Finance Officer/Section 151 Officer to take all necessary steps to implement Cabinet's decision.**

That this is achieved by:

- a. Approving that the Council would present a proposal to the School's Adjudicator to open a new amalgamed maintained special school**
- b. Approving that the New School will have primary, secondary and Post 16 provision on the Rowdeford site (early years not to be included due to sufficiency)**
- c. Noting and approving the proposal for a parallel programme of work to create a cross county approach to Post 16 special education and transition to independent living**
- d. Approving the use of the statutory processes, (under the 'Making Significant Changes (Prescribed Alterations) to Maintained Schools' Guidance November 2018), to consult on the appropriateness of transferring the provision at St Nicholas and Larkrise to the Rowdeford site no later than 12 months**

before opening all the new provision. This consultation would be determined by:

- **The demand for places forecasted at the time of the consultation**
- **The views of current and future stakeholders and particularly children and young people with SEND and their parent carers**
- **The wider development of inclusive education for children and young people with SEND living in Wiltshire and the role of the New School within this system.**

Reasons for Decision:

For Cabinet to consider the responses from the Representation phase of the consultation on proposals to close three special schools (Rowdeford, St Nicholas and Larkrise) and open a new amalgamated school across all three existing sites.

155 **Treasury Management Mid year**

Cllr Simon Jacobs presented a report which advised on treasury management activities ensuring that the Council is implementing best practice in accordance with the Prudential Code for Capital Finance in Local Authorities.

Cllr Jacobs explained that the Council had not taken out any external borrowing during 2019/20, there was a projected underspend in respect of interest receivable/payable of £0.428m, and the council had not breached any of its performance indicators for the half year up to 30 September 2019.

In response to questions from Councillor Ian Thorn, Chair of the Financial Planning Task Group about (i) the £0.428m underspend in respect of interest receivable/payable, (ii) the likely impact of the interest rate increases on the Public Works Loan Board over the short and medium term; and (iii) the rescheduling of debt. Councillor Jacobs reported that (i) the figure was attributable to a reduction in the amount of borrowing originally anticipated by the council; (ii) the rise in interest rate from 1.8% to 2.8% was a not anticipated although the impact has been mitigated as the Council were working to an interest rate of 2.6%; and (iii) debt rescheduling opportunities had been limited in the current economic climate with the last rescheduling of debt undertaken in March 2019 .

In response to a question from Cllr Sturgis about the present national situation with regards to Brexit, and whether a further report would be presented. Cllr Jacobs reported that any further reports would be influenced by the outcome of the General Election scheduled for 12 December 2019.

Resolved:

1. To note:

- i. that the contents of this report are in line with the Treasury Management Strategy 2019/2020.**
- ii. the performance of the Council's investments and borrowings against the parameters set out in the approved Treasury Management Strategy for 2019/2020.**

2. To recommend Full Council approve revised counter party limits of:

- £10.000 million with HSBC in respect of fixed term investments**
- £10.000 million with HSBC in respect of balances held on an overnight basis**

Reasons for Decision:

To give members an opportunity to consider the performance of the Council in the period to 30 September 2019 against the parameters set out in the approved Treasury Management Strategy for 2019/2020.

To improve the operational framework within which officers can place both overnight and external investments.

156 Budget Monitoring, Performance & Risk Management 2019/20 Q2

Cllr Simon Jacobs, Cabinet Member for Finance and Procurement, presented a report which presented the report which (i) advised on the Budget Monitoring, Performance & Risk Management position 2019/20 Quarter 2 (30 September 2019) for the financial year 2019/20 with suggested actions as appropriate; (ii) Provided information about the position of the 2019/20 revenue and capital budgets as at quarter 2 (30 September 2019), including highlighting any budget changes; and (iii) provided an update on the progress against the stated aims in the Council's Business Plan including measures from the corporate performance framework as well as the latest version of the Council's strategic risk register as at the end of September 2019.

Cllr Jacobs explained that (i) the report brings together, regular reports on Budget Monitoring and Performance & Risk Management, combining key information to give a complete picture of financial and non-financial performance; (ii) forecasts indicated a general fund variance of £2.678m, being 0.8% of the Council's net budget, and Directors and Heads of Service were identifying compensating actions to bring this back into a balanced year end position; (iii) the Dedicated Schools Grant coming under increased pressure in Wiltshire as it is across the country, with a current forecast for a £5.9m overspend, although mitigation plans are in place to address the overspend.

In response to comments and questions from Cllr Ian Thorn, Leader of the Liberal Democrat Group, about (i) the Dedicated Schools Grant (DSG); (ii) underspends and whether these could have been forecast; and (iii) increasing the frequency of budget updates to Cabinet. Cllr Jacobs and the Leader of the Council reported on (i) comparisons with the previous years DSG overspend and how this could be addressed both locally and nationally; (ii) the variances with the Corporate budget relate to the receipt of several additional one off funding from government throughout the financial year; (iii) improvements to budget reporting was being planned.

The Cabinet noted that the Financial Planning Task Group, at its meeting held on 13 November 2019, considered the report and (i) suggested that a summary section indicating movement as compared to the previous year would be useful and (ii) noted that the overspend represented growth beyond the demand projections and that budget savings were being delivered.

Resolved:

1. To note:

- i. that the budget is forecast to breakeven by the end of the financial year with the General Fund Quarter 2 projected year end outturn being an overspend risk of £2.678 million, before management actions are made.**
- ii. the HRA Quarter 2 projected year end outturn is online.**
- iii. the 2019/20 capital programme as at quarter 2 (30 September 2019) has been revised to a budget of £158.696 million (including requested additions).**
- iv. outturns against the selected performance measures in relation to the Council's Business Plan.**
- v. the scoring and commentary on the Strategic Risk Register.**

2. To approve the budget virements in the revenue budget and capital programme, per Appendices C, D & E.

3. To recommend Full Council to approve additions to the capital programme of £0.644 million.

Reason for Decision:

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

To inform Cabinet of the position of the 2019/20 budget as at Quarter 2 (30 September 2019), including highlighting any budget changes.

To inform Cabinet on Performance and Risk in the context of the financial position in relation to the Council's stated aims in its Business Plan.

Cllr Pauline Church, Cabinet Member for Children, Education and Skills, presented a report providing proposals for the recommissioning of accommodation and support for care leavers and other vulnerable people, whose needs cannot be met in supported housing provision.

Cllr Church explained that majority of accommodation and support packages for care leavers were sourced through a regional framework, led by South Gloucestershire Council. Only two of the providers had a Wiltshire presence, meaning too many young people were being placed outside of Wiltshire, where it was more challenging to provide support they needed. It was noted that Framework placements were also significantly more expensive than block packages, causing additional pressures on the placement budget.

Resolved:

- 1. That approval be granted to commission a 25-bed block contract capacity for vulnerable young people.**
- 2. That further decisions about the length and specifics of the contract(s) be delegated to the Director of Commissioning in consultation with the Cabinet member for Children, Education and Skills.**
- 3. That an opportunity to commission the contract(s) in partnership with Swindon Borough Council be delegated to the Director of Commissioning in consultation with the Cabinet member for Children, Education and Skills.**

Reason for Decision:

The purpose of this proposal is to increase the availability and quality of accommodation and support for care leavers and homeless 16-17 year olds, within Wiltshire. It is also designed to reduce unnecessary spend on post-16 placements.

158 **Intermediate Care Bed Service**

Cllr Laura Mayes, Cabinet Member for Adult Social Care, Public Health and Public Protection, presented a report which outlined progress made in completing a review of intermediate care (IC) bed capacity and recommended a model for the specification of a new service from April 2020.

Resolved:

1. Approves that officers develop a varied short-term bedded accommodation environment of intermediate care and system flow beds.
2. Approves the procurement of intermediate care beds on a three-year contract term (with the option of a two-year extension period) with a view to implementing the new contract in time for commencement in Q1 of 2020/21. The procurement will stipulate that providers will be proactive in supporting the development of the new varied, short-term bedded environment by Q3 of 2020/21, as well as continuing to deliver the required beds within it.
3. Approves delegated authority for Helen Jones, Director of Joint Commissioning, in consultation with Cabinet member for Adult Social Care, Public Health and Public Protection, the Director of Legal, Electoral and Registration Services and Interim Director, Finance and Procurement to approve the execution of new contracts for Intermediate Care Bed Services on behalf of Wiltshire Council.

Reasons for Decision:

The current contracts that end on 31 March 2020 have been extended twice as an exemption and may not be extended further. It is therefore essential that procurement begins within an appropriate timescale to implement the new service from 1 April 2020.

This approach represents a new way of working to develop flexible and deliverable processes that ensure patient flow is improved through all bedded accommodation.

159 **Proposals to amend the Council Tax Reduction Scheme (Post Consultation) 2020**

Cllr Simon Jacobs, Cabinet Member for Finance and Procurement, presented a report which sought agreement to proposals to make changes to the Council Tax Reduction Scheme (CTR) with effect from April 2020.

The Leader referred to a response from Citizens Advice Wiltshire, who expressed support for certain elements of the proposed scheme and also highlighted a number of concerns. The Leader asked for a copy of their letter to be forwarded to the Head of Revenues and Benefits for further consideration.

Cllr Jacobs explained that the proposals were based on a simplified way of determining entitlement to council tax reduction known as de-minimus level, therefore limiting the number of changes to entitlement, offer a greater level of certainty for those in receipt of CTR and continue to protect low-income households from increases in Council Tax.

Cllr Ian Thorn, Chair of the Financial Planning Task Group, indicated that the Task Group at their meeting on 13 November 2019 welcomed the report, and were reassured by the engagement with the voluntary sector on the proposals and liaison with other councils. The Task group also noted that there would be a review of the revised scheme in six months. Cllr Thorn, as Leader of the Liberal Democrat Group expressed his delight that a positive decision would be made by the Cabinet and congratulated officers for their work on the revised scheme proposals.

Cllr Carole King, as a member of a small debt management group, thanked Citizens Advice Wiltshire for their comments.

Resolved:

To recommend that Council agree to the change to the Council Tax Reduction scheme as set out in the conclusion of this report. If agreed the change will take effect from April 2020.

Reasons for Decision:

It is an annual requirement for the council to review its local CTR scheme and make recommendations for change as required. Since its introduction in April 2013, the scheme has been subject to minor amendment, but the core elements have been retained. However, in the last 24 months there have been significant increases in the number of households in receipt of Universal Credit (Full Service). For the purposes of assessing entitlement to CTR, Wiltshire Council treats Universal Credit (UC) as an income.

The Department of Work and Pensions notifies the council when there is any change to a household's entitlement to UC. Typically, the council is sent 5,000 notifications per month. These are sent directly to the Council, by the Department of work and Pensions and contain information they have gathered from a variety of sources, including HMRC. The CTR scheme was not designed to accommodate this level of information. It is too sensitive to minor changes in monthly entitlement, which trigger reassessment of claims and recalculation of council tax bills. It was felt that without intervention, the current scheme would cause significant confusion for the customer, increase the risk of indebtedness and increase the costs of administering the collection of council tax.

160 **Household Waste Management Strategy**

Cllr Bridget Wayman, Cabinet Member for Highways, Transport and Waste, presented a report which (i) provided an updated draft of the Household Waste Management Strategy 2017-27 (ii) Reported on performance of the waste management service during 2018-19 and (iii) Proposed an action plan for the waste management service for 2019-20, prior to referral to full Council for approval.

Cllr Wayman raised the following matters during the course of her presentation of the report: Engagement with the Environment Select Committee, the Strategy remaining central to environmental legislation, prioritising waste management practices which are more environmentally sustainable, the various government consultations detailed in the report and responses received, the publication by the government of the Environment Bill in October 2019 and the requirement to collect food waste at least once a week, recycling performance during 2018/19, deposit return scheme, key performance indicators, Annual Action Plan 2019/20 and references to the introduction of changes to the kerbside collection of recyclable materials.

Cllr Ian Thorn raised issues in connection with the collection of food waste and the potential for varying the waste contract to take this into account, the need for more background detail in relation to performance indicators, and a clearer explanation of timescales and how they would be achieved. In response, Cllr Wayman explained that the Environment Bill had not been introduced by the government at this stage and that any new elements of the waste contract would be incorporated prior to its next tendering process in 2026. She also indicated that further information was expected from government about the collection of food waste.

In addition the following matters were raised about the Strategy, the style of wording used, fly-tipping, litter on roads and recycling rates and historical figures for the composition of waste collections. Cllr Wayman noted that the wording used in certain sections of the Strategy could be slightly clearer and that a number of councils were experiencing lower recycling rates.

The Cabinet noted that the Environment Select Committee had considered and endorsed the Strategy at its meeting held on 23 April 2019, and the work being undertaken around fly-tipping and the use of overt and covert surveillance.

Resolved:

That Cabinet:

- 1. Notes and approves the draft Strategy; and**
- 2. Recommends that full Council approves the draft Strategy as part of the Council's Policy Framework.**

Reasons for Decision:

There are significant changes anticipated in the legislative framework which governs the delivery of waste management services which would result in the council having to make decisions about the services it delivers in order to remain compliant with statutory requirements. This could impact on the waste and recycling services delivered to all Wiltshire households. It is therefore appropriate that the strategy be approved by full Council to ensure that all aspects of the council abide by the strategy with any proposed deviations

having to be approved by a majority of full Council.

161 **Disposal Programme**

Cllr Toby Sturgis, Cabinet Member for Spatial Planning, Development Management and Investment presented the report about the current position in respect of capital receipts and confirmed the freehold interest in the assets to be sold to either generate capital receipts in support of the Council's capital programme or reuse to generate income for the Council.

Cllr Sturgis responded to questions in relation to (i) Christie Miller site and the need to resolve issues relating to covenants prior to marketing the site, and (ii) keeping local members informed of progress in relation to the vacant land at Castledown, Ludgershall.

The Leader reminded the Cabinet that they had approved a revised approach to the disposal of surplus assets at their meeting on 26 March 2019. He confirmed that once an asset was declared surplus it would then be considered by the Asset Gateway Group to determine the best financial return for the Council, during which time other uses of the site would be considered.

Resolved:

- 1. That the position in respect of disposals for financial years 2019/20, 2020/21 and 2021/22 be noted.**
- 2. That the freehold interest of the 6 assets to be sold by the Council be confirmed.**
- 3. To authorise the Director for Housing and Commercial Development to dispose of the freehold interest in the assets or in his absence the Corporate Director for Growth, Investment and Place.**

Reasons for Decision:

To note the current position in respect of capital receipts and confirm the freehold interest in the assets can be sold to either generate capital receipts in support of the Council's capital programme or reuse to generate income for the Council.

162 **Urgent Items**

There were no urgent items.

163 **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 business specified in Minute Number 164 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 4 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.

164 **Proposed Change to the Senior Leadership Structure**

The Leader of the Council presented a report seeking Cabinet's approval to take steps to make changes to the senior management structure of the Council at tier 1 following discussion with the current Executive Directors.

Resolved:

1. **That Cabinet:**
 - a) **Approve the proposed changes to the structure of the council at the top tier (Executive Director), and as outlined in appendix 1 and paragraphs 9 – 14. This is on the understanding that a review of the roles and responsibilities of Directors at tier 2 will be carried out by the Executive Directors to determine the proposed interim and permanent designation of the statutory roles of DCS, DASS, ERO & RO. This will be done following discussion and agreement with the Head of Paid Service, and after consultation with the Leader and Cabinet.**
 - b) **Recommend that Full Council approves the proposed permanent changes to the designation of the statutory roles once this review has been completed.**
2. **If approved, the Leader of the Council proposes that cabinet note that:**
 - a) **Initial consultation on proposals to implement a new structure will start immediately.**
 - b) **Once a new structure is confirmed following consultation, that steps to seek approval of the appointment of Executive Directors by the Officer Appointments Committee will take place, and if appropriate steps to approval the redundancy of an Executive Director by the Senior Officers Employment Sub-Committee will also take place.**

Reason for Decision:

The proposed changes will reduce the number of Executive Directors from three to two, with responsibility for People and Place. This increased focus on People and Place is consistent with the approach in a large number of large shire and unitary councils and will align with Council priorities.

(Note:

1. The Cabinet received legal advice from the Council's Monitoring Officer in relation to those members and officers allowed to remain in the meeting for the discussion on this matter.
2. Cllr Hubbard expressed his disappointment at not being able to access the exempt report and attend the discussion, as had been permitted during similar items previously considered by Cabinet and he felt that the process was not transparent and open at this stage.)

(Duration of meeting: 9.30 am - 12.45 pm)

These decisions were published on 21 November 2019 and will come into force on 29 November 2019.

The Officer who has produced these minutes is Stuart Figini of Democratic Services, direct line 01225 718221, e-mail stuart.figini@wiltshire.gov.uk

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Wiltshire Council

Cabinet

19 November 2019

Supplementary Questions from Colin Gale – on behalf of Pewsey Community Area Partnership (PCAP), Pewsey Parish Council (PPC), Campaign to Protect Rural England (CPRE) about the Final Report of the Public Consultations Task Group

Hereafter referred to as the “Report” and the “PCTG” respectively

Agenda Item 5 – Public Participation

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

Question 3 – Response from Mr Gale: It is disappointing to note that the Task Group did not receive the Memorandum sent to the Chairman. The Memorandum has been provided again for circulation to the officers.

Response

Q3 – this has now been received, thank you. It will also be included in the agenda papers for OS Management Committee for its meeting on 3 December 2019.

Question 4 – Response from Mr Gale: The final sentence of the response states “A list of the complete consultations is provided at Appendix 1” however, there does not appear to be an Appendix 1?

Response

Q4 – apologies that this was omitted in the original response, please see below.

Question 11 – Response from Mr gale:

There appears to be some confusion with respect to the use of the term ‘Executive’. The Groups understanding of ‘Executive’ is that it is the ‘Councils Key Decision Making Body ie Cabinet’, which is wholly appropriate especially considering the task

originated from Cabinet on 9th October 2018. The PCTG in its Final Report are using the OSMC as the 'Executive' and the response to the Groups questions is using the OSMC as the 'Executive'. Please clarify.

Response

Q11 – 'The Executive' refers to Cabinet members (which have Executive day-to-day decision making powers) and Portfolio Holders (which support the Cabinet Members in their role). Overview and Scrutiny (OS) can only be undertaken by non-executive members. OS Management Committee is the council's lead OS committee and coordinates the OS forward work programme. More information regarding Overview and Scrutiny's role can be found on the council's website:
<http://www.wiltshire.gov.uk/council-democracy-overview-scrutiny>

A specific response has not been provided to the final part of the question:

“ The above list does not represent the totality of the Group's questions, comments and concerns. The Group therefore invites the Council to respond to, or comment on, Review items 05, (internal documents) - 06 (interim arrangements pending the establishment of the Business Intelligence Hub) - 09 (canvassing and engagement matters) - 15 (Hub expertise and legal challenges) and 16 (comment on Recommendations). The full text of the Group's Review is attached to this Statement.

Q11A – Members of OS Management Committee and the Cabinet Member may wish to make further comment on the Group's submission at OS Management Committee on [Tuesday 3 December](#). A written Executive response to the recommendations of the Task Group will also be received and discussed.

Appendix 1

The Consultations

Section A

| 138 surveys | | | |
|--------------------------|---|---|---------------------------|
| Move | Name ▲ | Title | Last used |
| <input type="checkbox"/> | achieving_excellence_award | Survey of winners | 29 October 2018 10:23:17 |
| <input type="checkbox"/> | achieving_excellence_award_surv | A survey of staff nominated winners | 17 December 2018 16:50:08 |
| <input type="checkbox"/> | alcohol_awareness_week_survey | A survey about alcohol | 08 November 2018 12:26:34 |
| <input type="checkbox"/> | anti-social_behaviour_survey | ASB Survey reporting form | 22 November 2018 21:26:57 |
| <input type="checkbox"/> | armed_forces_staff_survey | A survey of staff relationship to the armed forces community in Wilts | 08 February 2018 16:18:34 |
| <input type="checkbox"/> | army_basing_relocation_of_5_rifk | Survey of military spouses and partners and lessons learned | 13 November 2017 08:55:46 |
| <input type="checkbox"/> | asbrac_training_survey | A survey of those who have undertaken ASBRAC training | 19 March 2018 10:24:27 |
| <input type="checkbox"/> | asset_management_strategy_1 | Survey of Council House tenants | 13 October 2017 15:43:17 |
| <input type="checkbox"/> | baby_steps_evaluation_survey_fo | Evaluation of Baby Steps | 15 March 2017 11:49:32 |
| <input type="checkbox"/> | baby_steps_evaluation_survey_fo | Evaluation of Baby Steps | 15 March 2017 11:49:46 |
| <input type="checkbox"/> | boating_survey_2017 | A survey of Wiltshire inland boat owners | 11 December 2017 14:41:45 |
| <input type="checkbox"/> | breast_feeding_dad_pad_follow_u | Dad Pad involving fathers survey | 15 March 2017 11:47:22 |
| <input type="checkbox"/> | building_control_service_questior | Satisfaction with the Building Control Service | 10 January 2019 13:35:55 |

12 entries. ('Baby Steps Evaluation Survey' submitted twice).

Legal Comment

12 = examples of canvassing/satisfaction surveys/general communications

0 = statutory/discretionary consultations

On the basis of the titles, it would appear that all entries are surveys (canvassing), to either seek the views of residents on various issues that may need to be considered in the future, or to assess satisfaction of the users/stakeholders.

None of the above are examples of either statutory or discretionary consultations.

Section B

| | | | |
|--------------------------|---|--|----------------------------|
| <input type="checkbox"/> | calne_community_hub | Satisfaction Survey | 16 February 2017 10:46:39 |
| <input type="checkbox"/> | camhs | Youth survey 2017 | 16 July 2018 14:52:11 |
| <input type="checkbox"/> | camp_activate_parental_survey | A survey of parents of children who have attended camp activate | 17 December 2018 16:50:29 |
| <input type="checkbox"/> | cannons_house_parental_survey | Satisfaction with services at Cannons House | 19 March 2018 14:55:23 |
| <input type="checkbox"/> | car_parking_charges_final | Public consultation on proposed changes 2017 | 01 October 2018 16:11:11 |
| <input type="checkbox"/> | care_and_support_services_infor | A review of information advice and guidance services | 23 January 2018 11:14:42 |
| <input type="checkbox"/> | charging_policy_financial_assess | Users experiences of FAB assessments under the new Charging Policy | 28 September 2017 09:24:11 |
| <input type="checkbox"/> | childcare_training_course_evaluat | User feedback on training courses | 18 July 2018 13:41:17 |
| <input type="checkbox"/> | childrens_centre_consultation_2 | A survey on changes to childrens centres and their locations | 24 January 2019 09:28:42 |
| <input type="checkbox"/> | community_area_jsa_programm | A survey of contributors | 07 August 2017 09:39:56 |

10 entries.

Legal Comment

8 = canvassing/satisfaction surveys/general communications

2 = statutory/discretionary consultations

On the basis of the titles, it would appear that all entries, bar two, were surveys (canvassing) to either seek the views of residents/stakeholders on various issues that may need to be considered in the future, or to assess satisfaction of users/stakeholders. These eight titles were not needed or recommended by legal to ensure legal compliance, nor were they needed to ensure such compliance.

The one that we can identify as recommended by legal to ensure legal compliance is the fifth entry relating to car parking charges.

The ninth entry relating to changes to Children's Centres may also have been initiated to ensure legal compliance with consultation. Legal Services is aware that a formal legal consultation was carried out in respect of this issue at around this time. However, it is difficult to confirm whether this was the case by use of the word "survey".

Section C

| | | | |
|--------------------------|--|--|----------------------------|
| <input type="checkbox"/> | community_governance_review | Scheme 104 | 11 May 2017 15:54:23 |
| <input type="checkbox"/> | community_pharmacy_services | Pharmaceutical needs assessment | 28 September 2017 09:28:11 |
| <input type="checkbox"/> | community_policing_councillor_s | A survey of councillors | 17 April 2018 11:55:50 |
| <input type="checkbox"/> | connect_2_wiltshire_bus_services | Consultation on proposed timetable changes | 13 October 2017 15:45:16 |
| <input type="checkbox"/> | corporate_category_team | Team survey | 10 December 2018 09:37:15 |
| <input type="checkbox"/> | corporate_category_team_2 | Team survey | 07 January 2019 10:49:52 |
| <input type="checkbox"/> | corporate_category_team_2_1 | Team survey | 23 January 2019 11:57:11 |
| <input type="checkbox"/> | council_tax_reduction_scheme_cl | Survey of Wiltshire residents | 06 July 2017 16:23:40 |
| <input type="checkbox"/> | county_lines | A survey of professionals and awareness of county lines | 22 November 2018 11:35:15 |
| <input type="checkbox"/> | dementia_friends | Staff Survey | 15 March 2017 11:52:12 |
| <input type="checkbox"/> | disability_sport_consultation | A survey of parents, guardians, carers and organisations | 08 May 2017 11:03:44 |
| <input type="checkbox"/> | disability_sports_consultation_-_j | Top activities | 23 June 2017 10:18:21 |

12 entries

Legal Comment

10 = canvassing/satisfaction surveys/general communications













2 = statutory/discretionary consultations

On the basis of the titles, it would appear that all entries, bar two, were surveys (canvassing) to either seek the views of residents/stakeholders on various issues that may need to be considered in the future, or to assess satisfaction of users/stakeholders. These ten titles were not needed or recommended by legal to ensure legal compliance, nor were they needed to ensure such compliance.

In respect of the two identified as having different considerations, the first entry relates to a Community Governance Review and was required as part of a statutory (set by legislation) consultation.

The second is the fourth entry (Bus Services Timetable), which was a legal consultation recommended by Legal Services, since the proposed changes may have had an adverse effect on users – particularly those with protected characteristics (equalities duties). This consultation was recommended to ensure that the ultimate decision maker was fully informed on the impacts, and particularly impacts, on persons with protected characteristics.

Section D

| | | | |
|--------------------------|--|--|----------------------------|
| <input type="checkbox"/> |  dog_transport_survey | A survey of dog business owners and how they transport their animals | 03 January 2019 13:22:39 |
| <input type="checkbox"/> |  draft_pharmaceutical_needs_asse (pna) | A survey to test the suitability of the draft assessment | 11 January 2018 15:50:21 |
| <input type="checkbox"/> |  dry_january_survey_2018 | A survey of staff | 19 February 2018 11:37:22 |
| <input type="checkbox"/> |  ech_my_plan | A survey of young people and awareness of their ECH My Plan | 18 January 2019 09:22:13 |
| <input type="checkbox"/> |  education_health_and_care_plan_ | Education Health and Care Plan for parents with I.D. | 18 January 2019 20:51:55 |
| <input type="checkbox"/> |  electoral_registration | Canvassers feedback form | 14 June 2018 11:23:33 |
| <input type="checkbox"/> |  electoral_registration2 | Canvassers feedback form | 17 December 2018 14:32:14 |
| <input type="checkbox"/> |  families_and_children's_transform (fact) | A survey of parents and young people | 04 October 2018 09:54:21 |
| <input type="checkbox"/> |  families_and_childrens_transform | Self Assessment Framework | 02 October 2018 15:14:47 |
| <input type="checkbox"/> |  families_and_childrens_transform | A survey of Child Protection users | 20 December 2018 09:10:30 |
| <input type="checkbox"/> |  five_rivers_health_and_wellbeing_ | A survey of customers | 11 September 2018 14:12:05 |
| <input type="checkbox"/> |  fostering_support_group_survey | User survey | 15 March 2017 11:57:35 |

12 entries above.

Legal Comment

12 = canvassing/satisfaction surveys/general communications

0 = statutory/discretionary consultations

On the basis of the titles, it would appear that all entries were surveys (canvassing) to either seek the views of residents/stakeholders on various issues that may need to be considered in the future, or to assess satisfaction of users/stakeholders.

None of the above are examples of either statutory or discretionary consultations.

Section E

| | | | |
|--------------------------|---|--|----------------------------|
| <input type="checkbox"/> | general_community_pharmacy_s | Pharmaceutical needs assessment | 28 September 2017 09:27:55 |
| <input type="checkbox"/> | get_active_summer_survey_final | User satisfaction | 11 October 2016 09:56:44 |
| <input type="checkbox"/> | get_active_summer_survey_final_ | User satisfaction | 25 September 2017 15:04:26 |
| <input type="checkbox"/> | get_active_summer_survey_final_ | User satisfaction | 17 December 2018 16:51:31 |
| <input type="checkbox"/> | health_course_training_evaluatio | Satisfaction with training | 20 November 2018 15:20:54 |
| <input type="checkbox"/> | health_services_sustainability_an | Planning for the future | 17 December 2018 16:52:09 |
| <input type="checkbox"/> | health_watch_wiltshire | Web services survey | 25 September 2018 16:37:03 |
| <input type="checkbox"/> | hospital_discharge_survey_1 | Experiences of leaving hospital or care | 15 March 2017 11:53:39 |
| <input type="checkbox"/> | household_recycling_centres | Proposed closure of Everleigh Recycling Centre | 03 September 2018 15:36:47 |
| <input type="checkbox"/> | housing_allocations_policy_2017 | Views on new Housing Allocations Policies | 30 November 2017 09:43:19 |
| <input type="checkbox"/> | housing_lettings_survey_2018_ve | Satisfaction with the lettings service | 17 January 2019 16:20:32 |
| <input type="checkbox"/> | housing_repairs_satisfaction_sun | A survey of housing tenants | 24 January 2019 00:35:25 |
| <input type="checkbox"/> | housing_services_anti-social_behaviour_investigation_s1 | Satisfaction with the service | 10 January 2019 14:19:43 |

13 entries above.

Legal Comment

11 = canvassing/satisfaction surveys/general communications

2 = statutory/discretionary consultations

On the basis of the titles, it would appear that all entries, bar two, were surveys (canvassing) to either seek the views of residents/stakeholders on various issues that may need to be considered in the future, or to assess satisfaction of users/stakeholders. These eleven titles were not needed or recommended by legal to ensure legal compliance, nor were they needed to ensure such compliance.

Of the two identified as having different considerations, the ninth entry related to the potential closure of the Everleigh Recycling Centre and was a consultation recommended by Legal Services, based on a promise by an elected member that the Council would consult with users (legitimate expectation) and ensured legal compliance in decision making.

The tenth entry relates to the Housing Allocations Policy and was a statutory consultation, required as part of the Town and Country Planning Act requirements.

Section F

| | | | |
|--------------------------|---|---|----------------------------|
| <input type="checkbox"/> | housing_services_cyclical_mainte | Satisfaction with cyclical maintenance | 10 January 2019 14:22:33 |
| <input type="checkbox"/> | housing_services_planned_maintb | Satisfaction with planned maintenance | 10 January 2019 14:22:47 |
| <input type="checkbox"/> | housing_services_tenancy_sustai | Satisfaction with the service | 10 January 2019 14:25:52 |
| <input type="checkbox"/> | housing_strategy_2017-22 | Survey of Strategic priorities | 14 August 2017 13:37:15 |
| <input type="checkbox"/> | housing_tenant_garages_survey | A survey of Wiltshire Housing Tennants | 11 September 2018 14:12:57 |
| <input type="checkbox"/> | junior_fitness | Membership package survey | 23 November 2016 09:54:51 |
| <input type="checkbox"/> | just_play_football_survey | Staff football | 14 August 2017 14:30:48 |
| <input type="checkbox"/> | leaving_care_exit__survey_2017 | A survey of carer leavers | 11 July 2017 15:54:52 |
| <input type="checkbox"/> | leaving_care_exit__survey_2017_ | A survey of carer leavers | 16 July 2018 14:50:19 |
| <input type="checkbox"/> | leisure_centre_satisfaction_surve | Satisfaction with Leisure centres | 12 November 2018 10:55:52 |
| <input type="checkbox"/> | leisure_services_membership_car | Membership cancellation survey | 14 August 2018 11:27:04 |
| <input type="checkbox"/> | leisure_services_staff_uniforms_s | A survey of staff | 27 April 2017 09:15:55 |
| <input type="checkbox"/> | market_town_forum_-_event_eva | A survey of Market Town delegates | 08 November 2018 12:36:58 |

13 entries above.

Legal Comment

13 = canvassing/satisfaction surveys/general communications

0 = statutory/discretionary consultations

On the basis of the titles, it would appear that all entries were surveys (canvassing) to either seek the views of residents/stakeholders on various issues that may need to be considered in the future, or to assess satisfaction of users/stakeholders.

None of the above are examples of either statutory or discretionary consultations.

Section G

| | | | |
|--------------------------|---|---|----------------------------|
| <input type="checkbox"/> | maternity_services_-_place_of_bir | A survey of mothers and their experiences relating to their choices | 23 October 2017 14:21:24 |
| <input type="checkbox"/> | mecc_evaluation | Follow up survey | 03 July 2018 09:37:08 |
| <input type="checkbox"/> | occupational_health_survey_2017 | A survey of staff | 09 November 2017 10:07:15 |
| <input type="checkbox"/> | october_alcohol_awareness_chall | A survey about alcohol | 15 November 2018 14:27:36 |
| <input type="checkbox"/> | passenger_transport_unit_-_parer | Applying for passenger transport - user experiences | 08 September 2017 16:02:51 |
| <input type="checkbox"/> | pest_control_survey | Satisfaction survey 2016 | 04 January 2017 16:09:19 |
| <input type="checkbox"/> | pest_control_survey_2017 | satisfaction with pest control services | 13 December 2018 14:55:50 |
| <input type="checkbox"/> | planning_service_-_feedback_survi | A survey of professional users of the planning application service | 26 March 2018 10:26:25 |
| <input type="checkbox"/> | planning_service_-_feedback_sur | A survey of users of the planning service | 19 March 2018 13:31:55 |
| <input type="checkbox"/> | polling_station_survey | A survey of polling station professional staff users | 23 January 2019 17:11:55 |
| <input type="checkbox"/> | pregnancy_to_parenthood | Pre project survey of staff and practitioners | 09 January 2019 01:38:27 |
| <input type="checkbox"/> | private_fostering_carer | Feedback Survey 2018 | 15 July 2018 19:50:04 |

12 entries above.

Legal Comment

12 = canvassing/satisfaction surveys/general communications

0 = statutory/discretionary consultations

On the basis of the titles, it would appear that all entries were surveys (canvassing) to either seek the views of residents/stakeholders on various issues that may need to be considered in the future, or to assess satisfaction of users/stakeholders.

None of the above are examples of either statutory or discretionary consultations.

Section H

| | | | |
|--------------------------|--|---|----------------------------|
| <input type="checkbox"/> | registration_appointments_survey | Satisfaction with the Ceremony service | 17 December 2018 11:07:46 |
| <input type="checkbox"/> | registration_appointments_survey | Satisfaction with the Ceremony service | 21 January 2019 11:05:37 |
| <input type="checkbox"/> | registration_services_survey_201 | Customer satisfaction survey | 19 January 2018 09:23:51 |
| <input type="checkbox"/> | registration_services_survey_201 | Customer satisfaction survey | 16 October 2018 09:16:45 |
| <input type="checkbox"/> | registration_services_survey_201 | Customer satisfaction survey | 24 January 2019 07:07:46 |
| <input type="checkbox"/> | rural_housing_needs_survey | A survey of parish residents | 15 January 2019 11:59:35 |
| <input type="checkbox"/> | salisbury_parkour_survey | A survey of young people in the Salisbury area | 11 May 2017 15:45:48 |
| <input type="checkbox"/> | salisbury_public_spaces_protecti | Public Consultation | 18 July 2017 09:23:02 |
| <input type="checkbox"/> | salisbury_public_spaces_protecti | Public Consultation | 06 February 2018 11:12:08 |
| <input type="checkbox"/> | schools_naughty_bug_evaluation | Survey of effectiveness | 07 August 2017 09:41:30 |
| <input type="checkbox"/> | second_hand_smoke_survey | A survey of managers and staff in childrens centres | 24 September 2018 12:38:20 |
| <input type="checkbox"/> | sexual_health_needs_assessment | A survey of users | 15 March 2017 11:58:57 |
| <input type="checkbox"/> | sexual_health_survey_stakeholde | Stake holder questionnaire | 15 March 2017 11:59:11 |

13 entries above.

Legal Comment

11 = canvassing/satisfaction surveys/general communications

2 = statutory/discretionary consultations

On the basis of the titles, it would appear that all entries, bar two, were surveys (canvassing) to either seek the views of residents/stakeholders on various issues that may need to be considered in the future, or to assess satisfaction of users/stakeholders. These eleven titles were not needed or recommended by legal to ensure legal compliance, nor were they needed to ensure such compliance.

Of the two identified as having different considerations, entries 8 and 9 (Salisbury Public Spaces Protection) relate to statutory consultations, undertaken to give effect to Designated Public Open Spaces orders for Salisbury and were required by law and could not be avoided.

Section I

| | | | |
|--------------------------|--|---|----------------------------|
| <input type="checkbox"/> | smoking_and_mental_health_ever | An evaluation of training | 18 July 2018 13:46:50 |
| <input type="checkbox"/> | special_schools_consultation | A survey about future special school provision in Wiltshire | 27 September 2018 11:43:35 |
| <input type="checkbox"/> | special_schools_consultation_ph: | A survey on the proposals for Special Schools in Wiltshire | 23 January 2019 20:44:04 |
| <input type="checkbox"/> | sports_club_data_base | A register of sports clubs and organisations in Wiltshire | 17 January 2019 21:58:11 |
| <input type="checkbox"/> | staff_travel_survey__trowbridge_ | A survey of staff travel arrangements | 10 July 2018 15:43:02 |
| <input type="checkbox"/> | staff_travel_survey_bourne_hill_ | A survey of staff travel arrangements | 10 July 2018 15:43:21 |
| <input type="checkbox"/> | staff_travel_survey_monkton_pa | A survey of staff travel arrangements | 10 July 2018 15:43:50 |
| <input type="checkbox"/> | stationery_contract | change in stationery provider - details | 08 February 2018 11:11:41 |
| <input type="checkbox"/> | stop_smoking_practitioner_audit | A survey of provider stop smoking services | 19 February 2018 11:51:28 |
| <input type="checkbox"/> | stop_smoking_practitioner_surve: | A survey of practitioners before training | 22 January 2019 21:05:04 |
| <input type="checkbox"/> | stop_smoking_practitioner_surve: | A survey of practitioners after F2F training | 06 November 2018 16:18:02 |

11 entries above.

Legal Comment

9 = canvassing/satisfaction surveys/general communications

2 = statutory/discretionary consultations

On the basis of the titles, it would appear that all entries, bar two, were surveys (canvassing) to either seek the views of residents/stakeholders on various issues that may need to be considered in the future, or to assess satisfaction of users/stakeholders. These nine titles were not needed or recommended by legal to ensure legal compliance, nor were they needed to ensure such compliance.

Of the two identified as having different considerations, entries 2 and 3 (Special Schools Consultation) were recommended by Legal Services, to ensure legal compliance; following guidance put out by the Department for Education and also ensured that Cabinet - as the ultimate decision-maker - was fully informed as to the impact on and views of both the public and specific members of the public with protected characteristics (equalities duties).

Section J

| | | | |
|--------------------------|---|---|----------------------------|
| <input type="checkbox"/> | sugar_survey | A survey of pledges to reduce sugar consumption | 17 December 2018 16:52:53 |
| <input type="checkbox"/> | syrian_vulnerable_persons_reloc | Survey of volunteers | 18 April 2017 10:06:12 |
| <input type="checkbox"/> | systems_thinking | Training survey | 17 April 2018 11:59:06 |
| <input type="checkbox"/> | trowbridge_carers_survey | A survey of unpaid carers in Trowbridge | 06 February 2018 11:12:42 |
| <input type="checkbox"/> | user_and_carer_voice_consultatic | A survey of Adult social care users and opportunities to give their views | 15 August 2017 09:30:13 |
| <input type="checkbox"/> | walking_sports_survey | A survey of potential users | 11 September 2018 14:14:17 |
| <input type="checkbox"/> | waste_and_recycling_consultation | Public attitudes to waste and recycling services | 15 January 2018 15:40:11 |
| <input type="checkbox"/> | wiltshire_autism_strategy | Survey of users | 11 May 2017 15:53:40 |
| <input type="checkbox"/> | wiltshire_clubs_and_organisation | Survey of website use | 02 February 2017 09:48:05 |
| <input type="checkbox"/> | wiltshire_council_commercial_wa | A survey of trade professional and business users | 21 September 2018 11:44:58 |
| <input type="checkbox"/> | wiltshire_council_contact_survey | Right first time every time | 20 April 2017 09:34:39 |
| <input type="checkbox"/> | wiltshire_council_customer_satisf | Visitor customer satisfaction card | 11 May 2017 15:49:22 |

12 entries above.

Legal Comment

12 = canvassing/satisfaction surveys/general communications

0 = statutory/discretionary consultations

On the basis of the titles, it would appear that all entries were surveys (canvassing) to either seek the views of residents/stakeholders on various issues that may need to be considered in the future, or to assess satisfaction of users/stakeholders.

None of the above are examples of either statutory or discretionary consultations.

Section K

| | | | |
|--------------------------|--|---|---------------------------|
| <input type="checkbox"/> | wiltshire_council_motiv8_service | A survey of school age pupils in Wiltshire | 22 August 2018 15:48:06 |
| <input type="checkbox"/> | wiltshire_cytology_training | Satisfaction with training course | 08 February 2018 16:14:13 |
| <input type="checkbox"/> | wiltshire_nhs_health_checks | Patient satisfaction survey | 05 November 2018 11:45:39 |
| <input type="checkbox"/> | wiltshire_parent_carersa_council | A survey of young people adults with LD/Autism | 06 March 2018 13:06:17 |
| <input type="checkbox"/> | yot_team_pearl_audit_survey_mo | Module 1 Personal family and social factors | 22 November 2018 14:57:21 |
| <input type="checkbox"/> | yot_team_pearl_audit_survey_mo | Module 2 Offending and anti-social behaviour | 22 November 2018 15:01:48 |
| <input type="checkbox"/> | yot_team_pearl_audit_survey_mo | Module 3 Foundations for change | 22 November 2018 15:16:33 |
| <input type="checkbox"/> | yot_team_pearl_audit_survey_mo | Module 4 Explanations and conclusions | 22 November 2018 15:21:14 |
| <input type="checkbox"/> | yot_team_pearl_audit_survey_mo | Module 5 - Pathways and planning | 23 November 2018 09:46:32 |
| <input type="checkbox"/> | yot_team_pearl_audit_survey_mo | Module 6 - Delivery of interventions | 23 November 2018 09:52:02 |
| <input type="checkbox"/> | yot_team_pearl_audit_survey_mo | Module 7 - Review stage assessments | 23 November 2018 09:55:47 |
| <input type="checkbox"/> | you're_wiltshire_vision | Wiltshire Health and Wellbeing Board strategy and vision consultation | 16 July 2018 10:54:03 |

12 entries above.

Legal Comment





12 = canvassing/satisfaction surveys/general communications

0 = statutory/discretionary consultations

On the basis of the titles, it would appear that all entries were surveys (canvassing) to either seek the views of residents/stakeholders on various issues that may need to be considered in the future, or to assess satisfaction of users/stakeholders.

None of the above are examples of either statutory or discretionary consultations.

Section L

| | | | |
|--------------------------|--|---|---------------------------|
| <input type="checkbox"/> |  young_children_and_complex_dis | A survey of young children and complex disabilities | 26 November 2018 11:10:54 |
| <input type="checkbox"/> |  your_care_your_support_website | Feedback form | 17 December 2018 11:06:19 |
| <input type="checkbox"/> |  your_voice_survey_2017_ages_7- | A survey for children and those with a SEND | 20 November 2018 10:51:07 |
| <input type="checkbox"/> |  your_voice_survey_2018 | A survey of children in care | 24 January 2019 09:09:06 |

4 entries above

Legal Comment

4 = canvassing/satisfaction surveys/general communications

0 = statutory/discretionary consultations

On the basis of the titles, it would appear that all entries were surveys (canvassing) to either seek the views of residents/stakeholders on various issues that may need to be considered in the future, or to assess satisfaction of users/stakeholders.

None of the above are examples of either statutory or discretionary consultations.

To Cabinet: 19.11.19

Good morning and thank you for giving me this opportunity to speak to the Cabinet members and those of you who have given up your time today to come and listen to this debate.

I wanted to speak for two reasons:

Firstly, to give my support to the Council's amended proposal to create a single school across three sites. I am particularly gratified that Wiltshire Council officers have worked hard to ensure that they collaborate, as Cabinet requested they should, with all stakeholders, including schools, staff, children and parent/carers to seek a way forward that genuinely addresses both the need for change and the need to retain what is valued in and by our communities. It is so much more effective when we work together!

The longer term plans for the new amalgamated school are progressing. However, the more urgent need now is the consideration of those children who will need a special school place in September 2020. As your proposal reveals, "current pressure on demand has not desisted" and transition to the larger site at Rowde will have to begin long before the new build is complete.

Although it is not yet established exactly which pupils might move first, the one thing we know for sure is that they will need, "Outstanding teaching from well-trained, well-paid, caring, specialist and dedicated staff." At the present moment this presents us with some safeguarding implications:

"44.The staff at Rowdeford currently teach secondary pupils with predominantly moderate learning difficulties. The proposal will mean primary pupils and secondary pupils with severe learning difficulties will be taught on the site. This will mean existing and new staff will need training to support these learners. Staff with the appropriate experience and expertise will need to be recruited to positions on the Rowdeford site as increased places become available. Post 16 students with severe learning difficulties will also be taught on the site. Staff will need training or to be recruited with the appropriate experience to be able to accommodate these learners." (Proposal)

So, I want to make the case to you for additional funding to be provided to ensure that these children, and at each stage all children who transition from one school site to another, have a good experience, with no interruption to the quality of their education caused by a lack of training or experience at their new site. This is important, too, for the confidence of all staff, that their current expertise is recognised and valued, whichever phase they are working in – and that they are given enough time and opportunity to learn the new skills and knowledge required to teach children of different ages and SEND designations which may be currently outside their remit. Nothing breeds confidence like teaching someone else what you know – and I cannot think of a better way to facilitate a smooth transition than to give staff the time to work side by side, learning with and from each other, as the new school begins to emerge. A sum of £100k would enable schools to engage some short-term temporary staff in order to release colleagues to work together – developing new resources, trialling them, observing each other, presenting their successes to their colleagues – building their

new school as they build their relationships with each other. Yes, it means more money to find. No, there is never enough. But it is not enough to want an outstanding school. You have to commit to it. You have to start at the ground and build it up from an agreed ethos of what we are here for. A good example I think is from an academy chain in Nottinghamshire. I give this example not because I stole it from David Paice (which I did, shamelessly,) but because it is where I started my own teaching career too many years ago now to remember. I ran a play scheme for the children of Aslockton Primary School during the summer holidays before I began as an NQT. Then it was a small, rural primary school situated in a small village – not unlike the village of Rowde. Now, it is part of a chain of outstanding schools, taking on other local schools and offering training so that they, too, can reach their goals. To quote their Vision Statement:

“Each Academy is a take care school, where we take care of our self, each other, the world and our work.”

It is simple, memorable – and it clearly works. And it comes from schools which have committed to a shared vision and ethos which is the result of building lasting relationships and learning from each other. I think this is my vision too. We have a golden opportunity here to create something very special in Wiltshire. So, we need to commit to it. And that means proper, quality training for our staff. Not to do so would risk not achieving the highest standards, not becoming a system for excellence and, worst of all, not giving our children the best possible start in their new school.

In the consultation responses:

“35. There was a widespread agreement that a change management plan should provide support and professional development to ensure all staff improved their skills and abilities to teach a wider range of children and young people. It was strongly emphasised that there should be budgetary provision for this.”

So I urge you please, to consider this aspect of our work going forward and to allocate funding for training for transition as a priority in this proposal.

Wiltshire Council

Cabinet

19 November 2019

Questions from Nicola Grove – Governor Larkrise School

Agenda Item 6 – Proposals for Special Schools in the North of Wiltshire

To Councillor Pauline Church – Cabinet Member for Children, Education and Skills

Questions

1. Will the full 33 million pounds be committed to the site at Rowdeford for a 400 place school, or will some of the money be held back in the event that it is decided that the 400 places are not required at Rowde and it is deemed appropriate to maintain and improve the existing sites at St Nicholas and Larkrise?

2. I understand that a review of SEND provision across the county has been carried out by ISOS. It would seem sensible to await these findings before committing to a large build special school, which could turn out to be a very unwise fiscal decision. Can we be assured that final decisions regarding the need for a large single site special school will be taken in the light of recommendations of this later report?

3. I note that it is still envisaged that county wide support for mainstream will be provided from the Rowde site. Is it proposed that all support staff will be based there and have to travel out? or will the administrative centre be there, with flexible and devolved use of staff provided locally?

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Speech to Cabinet 19/11/19

I believe it is a positive movement regarding having a three site option as this presents parents with choices, where more pupils are educated and living within their communities.

However, if both Larkrise and St Nicholas do not receive some capital investment I fear this could, by default, become a one site option. Both these sites need investment to ensure they can continue to offer children a quality education. The option of one, or both sites, becoming primary provision would only succeed if investment was provided.

A large part of the accommodation is geared towards accommodating older children. Toilets, changing facilities, etc. would need to be replaced or refurbished. Will the new governing body have the freedom to use funds as they see appropriate in order to ensure great facilities and education across the three sites?

Shorter term, will funds be available to ensure provision is in place for September 2020.

As cabinet is well aware, there is considerable pressure on places for next September. The three schools, with the Local authority, are exploring options to ensure that all children who need a place will have an appropriate place. This will possibly involve:

- Movement of children from one site to another (only if in the best interests of the children and with the support of parents)
- Possibly new provision on one of the sites (most likely Rowde)

Whatever the solution to ensure quality provision for all, time needs to be spent planning, resourcing, recruiting and ensuring the right skills are in the right place.

The new governing body (January 2020) and executive head (April 2020) will need resources to ensure this happens.

The three schools, as indeed all schools, do not have the financial or staffing flexibility to tackle such a project without the appropriate financial support.

Will funds be made available to ensure the capacity is in place **now** to enable sufficiency and appropriate provision for pupils in September 2020?

On Mon, Nov 18, 2019 at 4:40 PM Phil Cook <head@larkrise.wilts.sch.uk> wrote:

Speech to cabinet

Fundamentally still concerned

Positive movement regarding three sites however more children and young people will be educated outside their communities

However

Unless investment is made in each site Chippenham and Trowbridge facilities would remain second rate.

Short term

- New Preliminary Governing body January
- New head in April
- Progress needs to be made regarding pupil placement for September 2020
- The three special schools do not have additional capacity either staff wise or financially to work towards a proper solution
- The GB/ New head will need a budget to resolve the short term placement issue, this could be freeing up existing staff, appointing prior to September.
- In order to resolve the pressing placement issue for September 2020 funds will need to be made available.

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WPCC Statement to Wiltshire Council Cabinet Meeting – 19th November 2019

The WPCC is grateful to Cabinet for allowing us the opportunity to present our statement today.

I would like to begin by recognising how parent carers have so passionately represented the needs of their children and young people throughout this process.

Parent carers have engaged in this process with immense passion, driven to advocate for the best provision to meet the needs of their children. It is undeniable that what we have heard from families, is that every parent wants the best for their child, however that may look. This has been a long and emotional journey for us all. Parent carers are exhausted emotionally and mentally by the process and there is desire among many that there should be no further delay.

Choice is important to parent carers, and parent carers have expressed concern that a single special school in the centre Wiltshire, limits choice. Parents advocated that one size doesn't fit all and we were pleased that this was heard, and the proposals for consultation were amended in response.

Thank you for recognising how important the existing specialist provision in the communities of Chippenham, Rowde and Trowbridge is to those with links to these schools. We were delighted to see in the revised proposals the commitment not to close the existing sites in Chippenham and Trowbridge on opening a new special school. We should however recognise that some parent carers and indeed some of the media are still getting confused by the language and are therefore misinterpreting the intentions to join the three schools under a single leadership to operate as one maintained school across three sites. There is some scepticism among some parent carers about the plan to consider the closure of St Nicholas and Larkrise sites at an appropriate time after the new provision is

built. We therefore urge Cabinet and officers of the Council to commit to being informed by the SEND population, and if there remains a demonstrated ongoing and significant demand at the time of consultation for specialist provision at these sites, this is recognised appropriately.

For many parent carers, the greatest anxiety that remains is not four years' time, but now, tomorrow, and the next day. New building and an amalgamated school across three sites is not a solution in itself, it only part of the solution. If we don't invest in culture at the same time, this significant investment in terms of money, time, passion and commitment, will not be enough to address our children's wide spectrum of needs across Wiltshire. We need to be committed to investing in a system of excellence that promotes in-reach and outreach to support the inclusion and improved outcomes of pupils with SEND, and enable them to be closer to their home communities wherever possible. This is our greatest hope of delivering provision that is future proof, flexible, facilitates integration, offers choice, and supports our young people to live their best adult lives, and will meet the needs of the thousands of children and young people in Wiltshire with SEND, not some of the hundreds. A system of excellence is different to a centre of excellence.

This aspiration might start with bricks and mortar, but it shouldn't end there. We want our parent carers to be partners in developing outstanding county wide provision that we can all be proud of. Most of all, we want our joint efforts to ensure that our most vulnerable children and young people thrive.