

AGENDA SUPPLEMENT (1)

Meeting: Council
Place: Council Chamber - County Hall, Trowbridge
Date: Tuesday 22 February 2011
Time: 10.30 am

The Agenda for the above meeting was published on 10.02.11 and indicated that the reports detailed below would be to follow. These are now available and are attached to this Agenda Supplement.

Please direct any enquiries on this Agenda to Yamina Rhouati, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718024 or email yamina.rhouati@wiltshire.gov.uk

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

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

5. Petitions Update

Due to the relevance of the following petitions to item 10 of the Summons, the Wiltshire Local Transport Plan, the Chairman has agreed that the following petitions can be presented and will be dealt with at item 10:

(a) Parking Charges - Devizes

This is referred to in the Petitions Update report on page 46 of the Summons.

The petition endorsed by the Devizes Guardians and Devizes Chamber of Commerce with 4657 signatures will be presented by Councillor Nigel Carter and states:

"We, the undersigned, believe that the one hour limit for free parking in Devizes Market Place should be retained."

(b) Car Parking - Marlborough

A petition has been received from Councillor Peggy Dow on behalf of the Marlborough Chamber of Commerce. The petition with 71 signatories states:

“We believe that the following Action needs to be taken to have a really POSITIVE effect on the economy in the area, both for people who come to Marlborough to work and shop.

- We request that Wiltshire Council LOWERS the Parking Charges for Marlborough to the level defined in the New Strategy
- And that Hillier’s Yard and Polly Garden car parks are re-designated as short stay car parks with a maximum stay of 3 hours.”

6. **Public Participation** (Pages 1 - 2)

A question has been received from Mr Phil Matthews of the Wiltshire Involvement Network. Copy of the question and response attached.

Please also refer to item 5 and 10 of this Supplement.

8. **Wiltshire Council's Business Plan and 2011/12 Budget** (Pages 3 - 12)

Revised copies of the Business Plan and Financial Plan are enclosed separately which have been amended to take account of minor changes following the meeting of the Joint Overview and Scrutiny Select Committees held on 10 February and to correct typographical errors. Please bring these revised documents with you to the meeting.

The report of the Joint Overview and Scrutiny Select Committees is attached.

The Leader’s motion and proposed Council Tax Resolution will follow.

9. **South Wiltshire Core Strategy - Review of Housing and Employment Requirements** (Pages 13 - 16)

Questions received from Councillor Ian McLennan are attached.

10. **Wiltshire Local Transport Plan 2011 - 2026** (Pages 17 - 28)

- Report of the Rapid Scrutiny Exercise meeting held on 25 January 2011 together with a schedule of recommendations from the rapid scrutiny exercise.
- Question from Cllr Peggy Dow and response.
- Statement to be presented by Mrs Margaret Taylor on behalf of Devizes Town Council is attached.

11. **Councillors' Questions** (Pages 29 - 50)

Questions have been received from the following:

Councillors Ernie Clark, Howard Marshall, John Hubbard, Jeff Osborn, Chris Caswill and Russell Hawker.

Copies of the questions and responses are attached.

13. **Minutes of Cabinet and Committees** (Pages 51 - 88)

The following Minutes of the following meetings which were marked to follow in the Summons are attached:

Cabinet	– 15 February 2011
Children's Services Select Committee	– 27 January 2011
Western Area Planning Committee	– 09 February 2011
Staffing Policy Committee	– 09 February 2011

DATE OF PUBLICATION: 18 February 2011

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Wiltshire Council

Council

22 February 2011

Public Participation – Item No. 6

Question from Mr Phil Matthews, Wiltshire Involvement Network To Councillor Jane Scott, Leader of the Council

Question 1

The Wiltshire Involvement Networks(LINKS) is a Statutory Government organisation set up by Act of Parliament to represent patients and public in Wiltshire.

Why was the decision to recently suspend this organisation and its funding taken by Council Officers instead of the democratically elected Members of the Council?

Response

The Chief Executive has instigated a review of the process followed in connection with the investigation of a complaint arising from a meeting of Wiltshire Involvement Network (WIN) on 10 August 2010. This issue will be covered in that review. The outcome of the review will be reported to Cabinet at the earliest opportunity.

Question 2

At a Healthwatch Stakeholders meeting held on Feb 8th 2011 , Earl Howe made it clear that good relationships were needed with Local Authorities and that conversations were needed with them with regards to the money that they have been provided with for LINKS. Therefore can I have an assurance that funding will be available to continue the work of the Wiltshire Involvement Network up an until Healthwatch is set up?

Response

The Director of Community Services has requested a meeting with the WIN to discuss various issues including the funding arrangements for next year. The Council is committed to funding the WIN through a Host organisation for 11/12 as there is progression to the establishment of Health Watch.

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JOINT OVERVIEW & SCRUTINY SELECT COMMITTEE MEETING

MINUTES OF THE JOINT OVERVIEW & SCRUTINY SELECT COMMITTEE MEETING HELD ON 10 FEBRUARY 2011 AT COUNCIL CHAMBER, COUNTY HALL, TROWBRIDGE.

PRESENT:

Overview & Scrutiny Organisation and Resources Select Committee

Cllr Nigel Carter	Cllr Jon Hubbard
Cllr Tony Deane (Vice Chairman)	Cllr Jacqui Lay
Cllr Christopher Devine	Cllr Jeff Osborn (Chairman)
Cllr Peter Doyle	Cllr Bill Roberts
Cllr Charles Howard	Cllr Judy Rooke

Environment Select Committee

Cllr Rosemary Brown	Cllr Peter Doyle
Cllr Nigel Carter (Vice Chairman)	Cllr Mollie Groom (Chairman)
Cllr Peter Colmer	Cllr Ian McLennan

Childrens Services Select Committee

Cllr Andrew Davis	Cllr Jacqui Lay (Vice Chairman)
Cllr Peter Fuller	Cllr Bill Moss
Cllr Mark Griffiths	Cllr Helen Osborn
Cllr Russell Hawker *	Cllr Pip Ridout
Cllr Jon Hubbard	

* Left the meeting at 10:55am

Health and Adult Social Care Select Committee

Cllr Desna Allen	Cllr Pip Ridout (Vice Chairman)
Cllr Mike Hewitt (Chairman)	Cllr Bill Roberts
Cllr Peter Hutton	Cllr Judy Rooke
Cllr Nina Phillips	Mr Phil Matthews (WIN rep)

ALSO PRESENT:

Cabinet Member/Portfolio Holder:

Cllr Jane Scott (Leader)
Cllr John Thomson (Deputy Leader)
Cllr Alison Bucknell
Cllr John Brady
Cllr Richard Clewer
Cllr Fleur de Rhe Philipe
Cllr Richard Gamble
Cllr Lionel Grundy

Cllr Alan MacRae
Cllr Laura Mayes
Cllr Jemima Milton
Cllr John Noeken
Cllr Sheila Parker
Cllr Toby Sturgis
Cllr Dick Tonge
Cllr Stuart Wheeler
Cllr Christopher Williams

Other Councillors:

Cllr Trevor Carbin
Cllr Ernie Clark
Cllr David Jenkins
Cllr Jerry Kunkler
Cllr Tony Trotman
Cllr Roy While
Cllr Bridget Wayman

1. **Election of Chairman for the meeting**

Cllr Jeff Osborn was elected Chairman.

2. **Apologies and Membership**

Apologies for absence were received from:

Cllr Jane Burton
Cllr Chris Humphries
Cllr John Smale
Cllr Carole Soden
Cllr Peter Davis
Cllr Chris Cochrane
Cllr Jose Green
Dr Mike Thomson
Cllr Nick Fogg
Cllr Jonathon Seed
Peter Biggs
Cllr Tom James

3. **Public Participation**

There was no public participation.

4. **Explanation of Proceedings**

A report outlining the proceedings of the meeting was circulated with the Agenda.

The Chairman reminded all present that the meeting was an opportunity for all non-executive members to consider and comment upon the draft Cabinet budget recommendations before consideration by Full Council on 22 February 2011.

A summary of the key points arising from this meeting would also be submitted to Cabinet on 15 February.

Councillors were asked to consider the papers provided but were reminded that the focus of discussion would be the Financial Plan with reference to the Business Plan where relevant. Councillors would be invited to present questions to the Leader following her introduction of the Budget and its context and also following details of any amendments made subsequent to publication of the papers.

The structure of the meeting would focus on the revised base budgets by directorate and services as outlined from page 65 of the Financial Plan and would be considered department by department commencing with the Department of Children and Education.

Prior to questioning, the Chairman wished to acknowledge the challenges faced by the Executive in developing the financial plan taking into consideration the pressures of the comprehensive spending review. Although the late release of the documentation had proved a challenge to scrutiny, the four year approach would allow for easier monitoring over future years.

The Chairman also confirmed that Select Committees had previous involvement in areas of the plan, such as the Library Services Review and that the Resources Select Committee would be requesting a report with details on how the Systems Thinking Review would lead to future savings.

5. **Declarations of Interest**

Cllrs Peter Fuller, Roy While, Jon Hubbard, Nigel Carter and John Brady declared an interest in relation to Housing.

6. **2011/12 Revenue Budget and Capital Programme**

The Committee was invited to question the proposed budget in detail under each of the Departmental categories as follow:

Overall Budget
Department of Children and Education
Department of Community Services
Department of Neighbourhood and Planning
Department of Public Health and Wellbeing
Department of Resources and Chief Executive

A report outlining the main issues raised during discussion is attached as an appendix.

Resolved:

To recommend that the Council take into account the main points made at the Special Meeting of the Joint Overview and Scrutiny Committee when determining the 2011/12 Budget and Council Tax as outlined in the Appendix.

(Duration of meeting: 10.30 am - 1.17 pm)

The Officer who has produced these minutes is Sharon Smith, of Democratic & Members' Services, direct line (01225) 718378, e-mail sharonl.smith@wiltshire.gov.uk

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

SPECIAL JOINT OVERVIEW & SCRUTINY SELECT COMMITTEE

ON THE DRAFT 2011-12 BUDGET

PURPOSE OF THE REPORT

1. To feedback to the Council a summary of the main issues made at the special joint meeting of the Overview & Scrutiny Select Committees held on 10 February 2011.

BACKGROUND

2. As last year to avoid a burdensome and bureaucratic model for the coming together of the four scrutiny select committees, the Organisation & Resources Select Committee agreed that the four committees would again hold a joint committee to consider the draft budget for 2011/12. This would provide an opportunity for non-executive councillors to question the Leader and Cabinet on the draft 2011/12 budget before it was put to Full Council on 22 February 2011 and Cabinet on 15 February 2011.
3. Prior to the introduction by the Leader, the Deputy Leader provided details of the following amendments to the Budget Plan:
 - That the savings references detailed within Ref: C1 (Adult Care Provision) on page 29 of the Plan should read D11 and E1.
 - That the Social Care reserve detailed in paragraph 2, page 54 of the Plan should read £500k and not £500m .
4. The Leader of the Council, in presenting the draft budget to the Committee, provided the following clarifications:
 - In considering the Financial Plan, Councillors should also consider the Business Plan as an important document that would provide clear context to its content.
 - The Executive had spent six months reworking the budget plan to its current state.
 - That significant savings had already taken place throughout the transition of five councils into one.
 - The financial state of the Country and the reduction in grant funding from central government over the next 4 years of 28%, which equated to approximately £32m in the first year, resulted in the release of the business plan taking place later than anticipated.

- The public priorities had been strongly reflected within the Plan. The clear priorities did not just reflect the savings required but also included the protection of services as prioritised by the public over the next 4 years.
- Difficult decisions were made this financial year, including the need to reduce management posts by 240.
- The Council needed to increase its work on lean systems thinking which had worked well over the last two years in order to continue the transformation of the Council.
- Through the Localism Bill the Council would receive a general power of competence which could be used to allow the Council to consider income streams in the future.
- The draft budget, whilst protecting services, also included a 0% increase in Council Tax.

MAIN ISSUES RAISED

5. Overall Budget

An ongoing contractual dispute was causing short-term pressures but would result in a long term saving of £4m.

That in relation to commissioning of services, the Council would always ensure the best and most cost effective deal was in place.

A number of service budgets had been calculated based on previous economic assumptions. Accordingly the base budget had been amended to reflect the current economic situation. The revised budget included the provision of Public Health which was now jointly funded by the Council.

Reserves – The Cabinet member for Finance confirmed that additional funding for areas such as social care would come from savings and there was a commitment to replace the reserves over the next four years.

PFI – The Council was confident in its ability to cover the proposed PFI schemes, including the housing PFI inherited from West Wiltshire District Council.

12% further savings requirement – Following announcements from central government on a further cost saving requirement, each service area within the Council was asked to produce a plan demonstrating where the 12% savings could be made that would result in the least impact to frontline services. It was expected that this would result in a further 250 redundant posts across the Council.

Within the next two years the local authority would be responsible for the funding of Public Health in its entirety although the post would remain jointly appointed by the Minister of Health.

Fees & Charges – it was confirmed that S106 agreements formed part of the Capital Budget. The Director of Resources was leading on a project that would lead to all Section 106 agreements being recorded on the a single database; the Director would be reporting to scrutiny on progress at the end of March.

Carbon reduction – the coalition government had changed its position towards carbon trading, removing the tradable allowance. An update on this would be taken to the March Environment Select Committee.

Communications plan – the Leader confirmed that details of the final financial and business plan would be circulated internally with further communications planned, to include the press and public, thereafter.

6. **Department for Children & Education**

- a) **Investment in children’s attainment** – there would be reductions to the number of School Improvement Partners (SIPs) and curriculum advisors and a greater emphasis would be put on encouraging high performing schools to support weaker ones. A core of professionals would be retained to facilitate this, with most of the work being done by managers but some by teachers from successful schools. The Council would play an important role in encouraging academies to form partnerships with those schools most in need of assistance.
- b) **School Improvement** – the budget reduction (£0.403m) was due to the reductions to the number of School Improvement Partners (SIPs) and curriculum advisors as mentioned above.
- c) **Connexions** – the cost reduction (£0.767m) would be achieved through reviewing how careers advice services would be delivered during this transitional period prior to the proposed national careers advice service.
- d) **Youth Development Fund** – the budget reduction (£0.549m) did not reflect cuts to staffing but was due to the cessation of the Youth Opportunities Fund as a ring-fenced grant.
- e) **Traded Services** – there would be a reduction (£0.136m) in the Council’s subsidisation of Urchfont Manor, Oxenwood Outdoor Education Centre and Braeside Education & Conference Centre. These would be encouraged to attract alternative income from other sources. For example, Urchfont Manor has begun hosting weddings.
- f) **Sure Start** – unlike many councils, Wiltshire would be retaining all (30) of its Children’s Centres in recognition of the crucial role they played in communities.
- g) **Children’s Social Care** – the cost reduction (£0.143) would be achieved by combining business support services for children’s social care and youth services within their new integrated structure, and by relocation into only four hub offices.

7. Department for Community Services

- a) **Transfer of funds from health service** – The Council and PCT had agreed a transfer of £1.4m to the local authority. All partners were working together to plan and manage the wide ranging changes to healthcare provision within Wiltshire.
- b) **Big Society** – Members asked for clarification on this budget area and noted that it was match-funding from government to promote ‘big society’; details were embargoed but confirmation was given that it would see a bigger role for the Area Boards. A budget of £200k had been set aside by the Council whilst further details on grant funding were received. The Council supported the voluntary sector centrally but area boards would be encouraged to assist smaller organisations and groups within their areas. To clarify the roles of the voluntary sector and area boards Sandy Lewis, Head of Strategy, Voluntary and Community Sector, would be briefing Councillors. The successful delivery of these projects would require support from the voluntary sector and members recognised this as a risk.

8. Department for Neighbourhood and Planning

- a) **Regeneration** –The £1m identified for investment invested would be complimented by a further £2m from EC grants which would allow the Council to continue with economic regeneration programmes. On the basis of the investment 6,000 new jobs and the safeguarding of 8,000 existing jobs within Wiltshire was expected.
- b) **Development Services** –in the future additional fees would be secured from pre-application advice including for listed buildings and a one off charge for the monitoring of S106 agreements. A balance sheet provision for costs arising from planning fees within DNP existed for potential appeals although it was recognised that the risk of these remained low.
- c) **Salisbury Park and Ride Sites** – The way in which park and ride site provision was delivered would be changed, with prices based on passengers rather vehicles. A report would be presented to Cabinet in due course providing details on the proposed changes.
- d) **Street Scene** – parts of Wiltshire would see a reduction in the frequency of grass-cutting, which in part would contribute to the savings required from street scene.
- e) **Rail infrastructure** – The Council continued to support an increased local rail service within Wiltshire. The Economy and Enterprise team were leading on discussions but there was no money set aside in the budget for rail infrastructure improvements.

9. Department for Public Health and Wellbeing

- a) **Emergency Planning** – A written response would be circulated post meeting on the budget for this area to provide clarity on the proposed budget for 2011/12 (*not yet received*).

- b) **Licensing provision** – A reduction in staffing levels had taken place which included an exercise to review the service to result in a better regulation system.
- c) **Pest Control Services** – This service would remain an income stream for the authority, with further opportunities being explored.
- d) **Community Safety** – The budget reflected a reduction in partnerships funding, although reassurance was given that anti social behaviour and substance misuse funding would be retained.

10. Department of Resources & Chief Executive

- a) **Management Review** - £850k had been allocated last year for the Management Leadership Programme to provide officers with the tools needed to address the changes following the amalgamation of five councils into one. It was understood £250k had been spent prior to cancellation of the programme. There was a need for continued training as there were high expectations on managers across the organisation. Sickness levels amongst staff had increased over the last six months.
- b) **Economic Partnership** – £40k had been removed from the Local Economic Partnership funding. As the partnership had been running for 2 years a review would be undertaken.
- c) **Campuses** – a paper would be considered by Cabinet on Campuses on Feb 15th but members recognised the important role volunteers would have in this area and would scrutinise further as more details emerged.
- d) **Procurement** - £36m savings were still expected over the next 4 years within the procurement area. £7.4m savings had been achieved this financial year to date with expectations that further savings would be achieved.
- e) **Communications Department** - Although highlighted as an area under Resources Communications remained with the area of the Chief Executive. This service area was also expected to achieve 12% cost savings.
- f) **Ring-fencing** – most ring-fenced funding had been removed by central government although funding for specific educational purposes would continue to be ring-fenced.

11. Capital Budget

- a) **Highways** – Taking into consideration the significant reductions on funding received the settlement for Highways from central government would remain reasonable for Wiltshire. An additional £1.4m was received last year although there was no indication that additional funding would be provided this year.

12. Fees & Charges

- a) **Domestic Rates** – The Council had a discretionary policy which allowed an element of flexibility on national domestic rates that flowed through the Council. This allowed the authority to work with businesses to provide help where possible within areas of the community.

CONCLUSION

13. The Joint Committee noted the Cabinet Member responses, and would, however, continue to scrutinise the budget, particularly the Workplace Transformation Programme and the increased investment into Adult Social Care.

The Council is recommended to take into account this summary of the main issues raised at the special joint meeting of the Overview and Scrutiny Select Committees when determining the budget and council tax for 2011-12.

Cllr Jeff Osborn
Chairman – Joint Overview & Scrutiny Select Committee

WILTSHIRE COUNCIL

AGENDA ITEM NO. 9

COUNCIL

22 February 2011

**SOUTH WILTSHIRE CORE STRATEGY – REVIEW OF HOUSING AND
EMPLOYMENT REQUIREMENTS**

**QUESTION FROM COUNCILLOR IAN MCLENNAN
LAVERSTOCK, FORD & OLD SARUM DIVISION**

**TO COUNCILLOR JOHN BRADY, CABINET MEMBER FOR ECONOMIC
DEVELOPMENT, PLANNING AND HOUSING**

Question 1

Page 129 of Council papers

Page 30 Strategic Objective 2

The requirements for South Wiltshire have dropped by 20%. There is a will in Government and amongst rural councillors, to permit some local building to house the young of their community.

Why does the document still insist that “Well over half the number will have been built in or around Salisbury”?

Question 2

The first desired outcome states that the local character will be respected.

Why is the Parish of Laverstock & Ford not included in this desired outcome and why is a previously essential strategic gap separating two communities within the parish and part of a Conservation zone, now not worthy of retention at all?

Question 3

Page 130 of Council Papers

Desired outcomes – Relocation of businesses from Churchfields Estate to more unconstrained locations.

Why has the ideal relocation site for Churchfields – namely Netherhampton Road, been deleted entirely and the remote site of Longhedge – in the rural parish of Laverstock & Ford – been allocated 8 hectares of additional land, when none of the employment land allocated to Old Sarum (Next door), in the current Local Plan, has been used?

Question 4

Why has the 'TOWN/ancient Capital' Wilton been drastically cut from an allocation of 950 to 220, when representatives were calling out for development to save the town?

Question 5

Why are Alderbury, Coombe Bissett, Pitton, Whiteparish and the Winterslows depicted as having Downton as a service centre, when there is no natural relationship at all? Why is Laverstock & Ford Parish not mentioned in its own right and described only as "Settlements located in the northern part of the community area"?

Question 6

Page 132 council papers

Page 49 Core Policy 2 Strategic Allocations

There are only four major greenfield sites allocated in the whole of South Wiltshire. How can having two allocated in one rural parish (Laverstock & Ford) be either fair or justifiable?

Question 7

As a result of the proposed allocations Laverstock & Ford Parish – largely rural until the last Local Plan – is targetted for 950 dwellings + 8 hectares of additional Employment land and the removal of most of its green space. This is in addition to the 850 dwellings and several hectares of Employment land, absorbed in the current Local plan. Given that 474 of the dwellings are yet to be built and none of the Employment land has been used, this burden is far to great for a single parish to be allocated. Given the complete unfairness and blatant disregard for local representation, will the cabinet member explain how he is able to support this undoubted rape of a single parish and loss of its entire character?

Question 8

Apart from an orchestrated petitioning by people living, in many cases, miles from the site, what are the reasons that the ideal expansion of Netherhampton Road to accommodate dwellings and Churchfields relocation, has been removed from the Core Strategy?

Question 9

Page 133 Council Papers

Page 145-7 Core Strategy Hampton Park Development

Place Shaping Requirements:

“Defining the Strategic Gap between the development and the settlement of Ford”

How can that statement be meaningful, whilst the numbers remain at 500 and used virtually all the existing Strategic Gap?

Question 10

“A community forum be established to help steer the development for the site and ensure that outcomes meet local needs”

How can the virtual elimination of the existing narrow strip of land separating Ford & Hampton Park (both in the Parish of Laverstock & Ford) permit any local needs? Surely, these needs should have been met by deleting the allocation, as local need and fair play dictate?

Question 11

Given the rejection of 500 additional dwellings at Hampton Park, at the Strategic Planning meeting of 16th February and the comments by councillors from the rest of Wiltshire, that the site was unsuitable for development, owing to the impact on Ford (due to the loss of the strategic gap) and Old Sarum Ancient Monument (development could be seen), can the will of the local people and the unanimous verdict of the councillors be upheld and the whole of the strategic gap be retained as an essential ingredient to the setting of Salisbury and the Parish of Laverstock & Ford?

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Report of the Meeting

Rapid Scrutiny Exercise – Local Transport Plan Review

Tuesday 25th January, 2011

Attendees

Cllr Peter Doyle (lead member)
Cllr Trevor Carbin
Cllr Peter Colmer
Cllr Chris Humphries

Ceri Williams (Scrutiny Officer)
Craig Sinclair (Scrutiny Support Officer)

Cllr Richard Gamble – Portfolio holder with responsibility for the Local Transport Plan
Ian White – Head of Passenger Transport Unit
Allan Creedy – Head of Sustainable Transport
Rob Murphy – Head of Transport Policy Team

Purpose and Background

1. The Environment Select Committee at its January 11th 2011 meeting resolved to conduct a Rapid Scrutiny Exercise of the draft Local Transport Plan before consideration by Cabinet (Feb 15) and Council (Feb 22).
2. The findings and recommendations will be forwarded to the Cabinet Member for approval and be retrospectively ratified by the Select Committee at its next meeting, March 2nd, 2011.

Issues to emerge

3. The Portfolio Holder provided the members with an overview of the general document and the three theme strategies, following which some of the following issues emerged:

General Document

4. The LTP was viewed as a fluid document with the Implementation Plan to be reviewed regularly. The Local Development Framework (LDF), which would outline future housing development in Wiltshire, had a different statutory timetable, presenting a challenge towards preparing a long term plan for transport.
5. The members also explored the process for incorporating community plan ambitions in to the strategic document and the translation of public consultation feedback into the final policy.

6. It was felt that the document would benefit from the inclusion of a diagram/road-map to show how the strategies interlinked with timescales.

Public Transport Strategy

7. The new bus network would be based on a hierarchy of services, with the council looking to promote commercial bus operation particularly between our main urban areas, to allow the council to support areas where commercial services are not viable.
8. It was confirmed that the council does not have control over the commercial routes, which is why in some parts of Wiltshire operators have been running services in direct competition with each other along the same route at similar times.
9. Operators have informed the council that if there was a reduction in the contribution they received from concessionary fares there would be an acute effect on the number of services they could run.
10. Members explored the role Area Boards could have in helping influence the bus services that served their respective community. It was felt that the commissioning of services should still be retained corporately, with the Boards allowed to input as a consultee towards route scheduling etc.
11. The group supported the principle that the LTP should outline a commitment to the reopening of rail stations across the county, with Wootton Bassett used as an example.

Road Safety Strategy

12. The Board noted that the new strategy was underpinned by the principle of the 3 E's - education, enforcement and engineering. In respect of education members reflecting on their experience of partnership working felt that some of the work being undertaken by our partners complemented this area and should be included. For example members had seen a powerful film produced by the Fire Authority about the risk associated with dangerous driving.
13. It was highlighted that the document would benefit from reference to the work of the Community Area Boards, many of which have their own Road Safety Groups.
14. When referring to para 4.4 (p13) the group felt that it should include road surface improvements for the benefit of cycling.
15. When reviewing the 20mph speed limit trial (3.16) members requested that the paragraph outlined that the work was still ongoing and had not been completed during 2010/11.

Freight Strategy

16. Members noted that the strategy was seeking to introduce another layer – ‘Access Routes’ to assist the movement of freight and that a more pragmatic approach had been taken towards rail freight.
17. Referring to satellite navigation the members welcomed the work being undertaken to support the introduction of freight specific satellite navigation units and the work being done internally to provide internet maps of the suggested routes.
18. Members discussed the tools available to ensure that routes, weight restrictions and planning were linked as a preventative measure.
19. The input received from the trade was also explored, with members informed that the Freight Quality Partnership met at least 3 times annually.

Recommendations

20. The following recommendations are referred to the Cabinet Member for approval:

General

- a) To request the inclusion of a ‘road-map’ which outlines how the strategies interlink along with timescales;
- b) That, where realistic, ‘Community Area Plan’ ambitions are incorporated into the Local Transport Plan;

Public Transport

- c) To request that the reopening of Wootton Bassett Station is included as an ambition of the council and that this goal is included in the Rail section p14 - Public Transport Strategy;
- d) To welcome the proposal that Area Boards will be consulted on the provision of supported bus services within their community but to retain the commissioning of services centrally;

Road Safety

- e) To request that the document reflects the work being undertaken at Area Board level to promote road safety;
- f) That para 4.4 has reference to improved road surfaces for the benefit of cycling;

- g) That reference to the work of our partners is highlighted, especially in respect of educational material that is available to promote road safety;
- h) That para 3.16 wording is changed to reflect that the Wiltshire 20 mph speed limit trial is ongoing and began in 2010/11 rather than was completed;

Freight Strategy

- i) To request that a paragraph is included within the Freight Strategy outlining the hierarchy of intervention tools that are available to ensure that routes, weight restrictions and planning are linked as a preventative measure.

Paul Kelly – Scrutiny Manager/Designated Scrutiny Officer

Report Author

Ceri Williams – Scrutiny Team

Environment Select Committee – Rapid Scrutiny Recommendations

Recommendation	Suggested Change	Document Reference
<p>General</p> <p>a) To request the inclusion of a ‘road-map’ which outlines how the strategies interlink along with timescales.</p> <p>b) That, where realistic, ‘Community Area Plan’ ambitions are incorporated into the Local Transport Plan.</p>	<p>Diagram to be included in published document which outlines the linkages and timelines of the LTP3 documents.</p> <p>Added section ‘Area boards and community area partnerships’ which includes reference to Community Area Transport Groups and Area Board’s Discretionary Highways Budget.</p>	<p>LTP Strategy, chapter 1, figure 1.1 (after paragraph 1.22)</p> <p>LTP Strategy, chapter 2, paragraphs 2.38-2.41</p>
<p>Public Transport</p> <p>c) To request that the reopening of Wootton Bassett Station is included as an ambition of the council and that this goal is included in the Rail section p14 - Public Transport Strategy.</p> <p>d) To welcome the proposal that Area Boards will be consulted on the provision of supported bus services within their community but to retain the commissioning of services centrally.</p>	<p>Re-opening of Wootton Bassett station added to the list of rail improvements in the long-term strategy as examples of those the Council will support.</p> <p>Section on bus network re-design amended to make it clear that the Council will consult Area Boards and others, but will ultimately make the decision on which services to commission.</p>	<p>Public Transport Strategy, chapter 3, table 3.4 (omitted in error from Cabinet/Council draft)</p> <p>Public Transport Strategy, chapter 4, paragraph 4.5</p>

Recommendation	Suggested Change	Document Reference
<p>Road Safety</p> <p>e) To request that the document reflects the work being undertaken at Area Board level to promote road safety.</p> <p>f) That para 4.4 has reference to improved road surfaces for the benefit of cycling.</p> <p>g) That reference to the work of our partners is highlighted, especially in respect of educational material that is available to promote road safety.</p> <p>h) That para 3.16 wording is changed to reflect that the Wiltshire 20 mph speed limit trial is ongoing and began in 2010/11 rather than was completed.</p>	<p>Box added providing brief information on how speeding issues raised through Area Boards are considered.</p> <p>Bullet point amended to read “Improve road surfaces and crossing facilities for pedestrians and cyclists”.</p> <p>Paragraph added to outline Council’s approach to road safety publicity material.</p> <p>Paragraph updated to reflect recommendation.</p>	<p>Road Safety Strategy, chapter 3, box (after paragraph 3.18)</p> <p>Road Safety Strategy, chapter 4, paragraph 4.4</p> <p>Road Safety Strategy, chapter 2, paragraph 2.13</p> <p>Road Safety Strategy, chapter 3, paragraph 3.16</p>

Recommendation	Suggested Change	Document Reference
<p>Freight Strategy</p> <p>i) To request that a paragraph is included within the Freight Strategy outlining the hierarchy of intervention tools that are available to ensure that routes, weight restrictions and planning are linked as a preventative measure.</p>	<p>Paragraphs added highlighting linkages to spatial planning, development control and minerals and waste policy.</p> <p>Diagram included showing the hierarchy of interventions that the Council typically considers in dealing with freight issues.</p>	<p>Freight Strategy, chapter 1, paragraphs 1.6-1.7</p> <p>Freight Strategy, chapter 2, paragraph 2.19 and figure 2.1</p>

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COUNCIL
22 February 2011

WILTSHIRE LOCAL TRANSPORT PLAN

**QUESTION FROM COUNCILLOR PEGGY DOW
DIVISION**

**TO COUNCILLOR DICK TONGE, CABINET MEMBER FOR HIGHWAYS
AND TRANSPORT**

Question 1

Can the Leader explain to the residents of Marlborough why they face the highest parking charges in Wiltshire.

When the Unitary Council was formed, one of the stated objectives was harmonisation of policies across the county. Despite the cabinet recently adopting a countywide parking strategy, local residents in Marlborough still face punitive parking charges including some charges that are three times the county standards set in the parking strategy. Can the leader inform the residents of Marlborough when she will take steps to achieve harmonisation in parking charges.

Response

The charges in the Hillier's Yard and Polly Gardens have not changed as part of the Parking Strategy. The Cabinet agreement was that where the charges are higher than those proposed within the strategy, that the higher charges would remain in place until equalisation is achieved. Equalisation will happen when charges for Band 3 car parks reach the level in Marlborough. The timescale will depend on inflation and future pricing changes made by the Council.

The charges, which were set originally by Kennet District Council in 2006 as part of the management agreements signed with the car park owner, are at a level to discourage long stay parking in line with the agreements. This ensures turnover satisfying the requirements of the owner and other retailers, and means that the maximum number of shoppers can stay for a short period as these car parks will not be clogged up with all day parkers.

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SDF/L2369

Please Ask for: Simon Fisher
Direct Line: 01380 722346
Email SimonFisher@devizes-tc.gov.uk

HKB/TRO/WILTS

3 February 2011

Sustainable Transport Group
Wiltshire Council
County Hall
Bythesea Road
Trowbridge
BA14 8JN

Dear Sirs

Eastern Wiltshire Off Street Parking Places Orders 2011

At a recent meeting of the Town Council, revisions to the order for off street parking orders for Devizes were considered.

The Town Council is deeply concerned at the reduction of free parking within the Market Place, Devizes and disproportionate increase in parking charges on the following grounds:

- That the proposal to reduce free parking from 1 hour to 30 minutes was not included within the consultation process and, therefore, people were not able to make their representations prior to a Cabinet decision, rendering the process as flawed and undemocratic.
- That there was no consultation on the banding arrangements undertaken by consultants as to which band Devizes was allocated.
- That insufficient weight has been given to the views of Devizes Town Council which is a democratically elected local authority which has a mandate to make representations for the people of Devizes.
- That by reducing the permitted parking time in the Market Place the resulting natural increase in traffic movements will significantly raise the risk of accidents between those seeking parking spaces, pedestrians and other road users.
- That by reducing the permitted parking time the resulting natural increase in traffic movements will cause additional congestion within the Market Place resulting in queuing traffic.

There is no evidence that any party gains from the proposed alteration to off street parking arrangements for Devizes. The town will suffer economically due to the reduction in the flexibility for visitors that results from these proposals, whilst Wiltshire Council does not gain any revenue accompanied by an increase in the cost of policing with enforcement officers having to return more often.

Although not explicit about ticket machines, within schedule 1 Restrictions and Charges, there is a reference to "obtaining a ticket if applicable". Wiltshire County Council, Kennet District Council and Devizes Town Council worked effectively together as a partnership to refurbish the Market Place which resulted in a significant reduction in street clutter. If it is planned to introduce metres of any kind, this would be in direct conflict with the objectives of that scheme and would be fiercely resisted by Devizes Town Council. Additionally, the use of tickets would add to the cost of policing. The Town Council request that the text "(on obtaining a ticket if applicable)" be removed from the schedule where it refers to the Market Place.

The Town Council is extremely concerned that the increase in parking charges are disproportionate with any potential increase local residents are receiving in income and therefore they will impact most on the poorest in our communities. There are also fears that these new parking charges will influence shoppers decision to use out of town facilities with free parking, affecting the economic viability of the town.

Devizes Town Council strongly objects to the proposed Eastern Wiltshire, Off Street Parking Place Order 2011 and requests that they are reviewed before their implementation.



Yours faithfully
for Devizes Town Council

Simon Fisher
Deputy Town Clerk

CC Cllr Laura Mayes – Devizes Area Board Chairman
Cllr Mrs Jane Burton – Devizes East
Cllr Nigel Carter – Devizes North
Cllr Jeff Odd – Devizes South

WILTSHIRE COUNCIL

AGENDA ITEM NO. 11

COUNCIL
22 February 2011

COUNCILLORS' QUESTIONS

QUESTIONS FROM COUNCILLOR ERNIE CLARK HILPERTON DIVISION

TO COUNCILLOR JANE SCOTT OBE, LEADER OF THE COUNCIL

Question 1

Wiltshire Council is due to relocate to the old George Ward school site soon. However, during November 2010, I noticed a number of Haven Fire vans outside the old school site including evenings and weekends.

The school had pupils in it until July and presumably had a fire alarm system that safeguarded the pupils and staff. Why, four months later, did it seem that the whole of the premises needed a new system? What work was required, why the apparent urgency and what was the cost?

Response

The school's occupation was under a fire risk assessment and management protocol in line with the Regulatory Reform (Fire Safety) Order 2005, which would have acknowledged the presence of a functional fire alarm system. This system was not a full fire detection system, and relied on manual call points. This system, coupled with a robust fire risk assessment, based on the school's hours of use, evacuation procedures and the like, provided adequate protection for the pupils and staff at the school up to July, and was the responsibility of the school to manage.

The nature of the works carried out at the school to change its use from a school to an office, albeit for temporary use, required a full Building Regulations application to be made. This brings with it a requirement to comply with the current building regulations. The building regulations are not required to have been retrospectively applied to existing occupied school buildings. The former school is to be used on a temporary basis and so only absolutely necessary works have been specified. In order to ascertain what the legal minimum installation would be, a Pre-occupation Fire Risk Assessment (in accordance with the Regulatory Reform (Fire Safety) Order 2005) was undertaken early on and a fire strategy developed in support of the Building Regulation application.

The system installed provides for smoke detection to corridors and escape routes only, with heat detection to tea-points, communications rooms, boiler room and the canteen/kitchen. We have not installed a full detection system to all areas. The developed fire strategy makes allowance for the fact that the

occupied areas of the building are on the ground floor and escape doors are numerous. In conjunction with active management by the Council over the next two years, this has avoided the need to install a full detection system. In addition, some works have been necessary to improve the sound level of the existing fire alarm sounders to meet current building regulations requirements for office buildings.

The cost of works to the fire alarm system is in the order of £48,000.

In summary, the works to the fire alarm system at the former George Ward School have been specified to match the requirements of the Building Regulations, and to fit with a robust fire risk assessment in line with fire safety regulations. These works have been wholly necessary in order for the use of the buildings to be changed from a school to an office.

Question 2

What progress is being made to recover the 'non-pensionable honoraria' awarded either for doing additional work or 'acting up' at Kennet District Council? Has any money actually been recovered yet?

Response

The Council is pursuing two claims amounting to a total sum of approximately £ 20,000. Both cases are being contested and one of the individuals has instructed a solicitor. The Council is considering its position in the light of the points raised in defence.

TO COUNCILLOR JOHN BRADY, CABINET MEMBER FOR ECONOMIC DEVELOPMENT, PLANNING AND HOUSING

Question 3

What is the likely cost to Wiltshire Council for a) the tenure reforms required by the government and b) the cost to close the housing waiting list to accept only people that WC define to be in housing need?

Response

The costs associated with the tenure reform and the potential changes to the housing waiting list are not yet known because Wiltshire has not yet decided how it would like to take advantage of these new flexibilities. Our current position is that any cost associated with this reform will be absorbed within existing budgets as we have no provision within existing budgets to incur extra expenditure for this work.

COUNCILLORS' QUESTIONS

QUESTION FROM COUNCILLOR HOWARD MARSHALL, CALNE CENTRAL DIVISION

TO COUNCILLOR JOHN BRADY, CABINET MEMBER FOR ECONOMIC DEVELOPMENT, PLANNING AND HOUSING

Question 1

Following the restructuring and downsizing of the Planning Enforcement team, can the Cabinet Member assure me that we will have the capability to enforce the ever increasing digressions of the developers? Particularly in the North where we are left with one full time officer and one part time officer to do the work formerly done by a team of four plus one part time officer. Also can the cabinet member tell me the extent of the backlog of work currently not completed.

Response

Following the Management Review, the service is undergoing a number of changes as it moves from four independently managed teams, one in each each hub, to a single county wide team with one manager who took up post on the 14th Feb. The Enforcement Team is currently reviewing the way it operates, its structure, the job descriptions of officers and how it applies staff to ensure effectiveness is improved and the allocation of resources reflects demand.

The number of open enforcement cases varies across the county and is as follows: -

North Hub (Monkton Park)	280
Central Hub(The former Devizes and Bradley Rd hubs)	167
South Hub (Bourne Hill)	152

The number of open cases does not mean there is a 'backlog', all cases are being investigated but enforcement is often a slow process. Having said this, capacity to deal with cases in the north has been affected because of the absence of the former manager due to illness, but this is now in the process of being addressed as part of the service review process and a vacant post in the north hub is currently being advertised.

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COUNCIL
22 February 2011

COUNCILLORS' QUESTIONS

QUESTION FROM COUNCILLOR JON HUBBARD
MELKSHAM SOUTH DIVISION

TO COUNCILLOR JOHN THOMSON, CABINET MEMBER FOR ADULT
CARE, COMMUNITIES AND LIBRARIES

Question 1

At the recent Area Board meeting in Melksham, attended by the Cabinet Member, the proposed new Community Campus was on the agenda. A presentation of the council's single proposed site was given but there was no opportunity for questions or discussion. Instead a very limited number of points of clarification were permitted. From these it became clear that no economic impact assessments, transport studies or feasibility studies have taken place, and they will not take place until after the final consultation for the public has completed.

In addition, the public are being invited to participate in a consultation on the issue before the issue is debated and before councillors (and the public) have the opportunity to ask questions of officers in a public forum such as the Area Board (the consultation is due to close on the 15th March and the Area Board scheduled for the issue to be discussed is on the 29th March).

Could the cabinet member please tell me:

- 1) In his opinion does this "putting the cart before the horse" demonstrate best practice or will he confirm that, in this instance, the council have got it wrong?
- 2) If he does believe that the practice that has been followed is acceptable could he please explain how this demonstrates how the Council's by-line "where everybody matters" can be justifiably used?
- 3) Does he intend to make it standard practice for the facts about proposals only to be disclosed only once any consultations have been completed?

Response

- 1) The Council has undertaken an assessment of the options for developing a community campus to serve the Melksham Community Area and following an appraisal of the audit and research work done to date a preferred option has been put forward for public consultation. The audit and research work has not included an economic impact assessment or a transport plan as this would form part of a potential future planning

application. This was made very clear at the Area Board on the Wednesday 2 February 2011. An initial baseline feasibility study on the preferred site has been undertaken to determine broad deliverability and initial cost estimates. This information was made available at the Area Board and on the Council's website.

The proposed preferred option has been presented to the community and the Council is asking that local people make their views known at a specially convened Area Board on the 29 March 2011. Detailed questions were not recommended for the Area Board on the 2 February as the intention was to give a detailed presentation and supporting information that would most likely give local people the answers to the majority of questions. Local people have been asked to consider the proposal and are invited to participate in a detailed debate, held in a public forum, on the 29 March.

In the interim period local people have an opportunity to participate in the consultation by direct contact up to the 29th March with the Council through either a dedicated email address or by writing into the Council. In addition the Melksham Community Area Partnership are holding a series of consultation events and will be collating information to present to the specially convened Area Board on the 29th March. The consultation is being led by the Area Board, rightly in my view.

The concept of a community campus is essentially tailoring service provision to the local community to ensure local needs are met. An extensive consultation exercise is taking place, led by the Area Board, this I understand will include opportunities for open debate, but as the only locally elected body representing the entire community area, it is only right that the elected members of Area Board shape the consultation process as I believe they have in this case.

- 2) The Council has been open and transparent about the process to date through a detailed presentation at the Area Board on the 2 February 2011. This included the rationale behind the preferred option and it is intended that any questions local people have about both the proposed option and the rationale behind it can be openly discussed at the specially convened Area Board on the 29 March 2011, I understand that is the specific purpose of the special area board meeting. Once these discussions have taken place locally elected Members will be asked to come to a view on whether they wish to support the current proposal. This ensures locally elected Members will have an opportunity to take part in, and observe the detailed debate before making a decision on how they would wish to project to proceed.

**TO COUNCILLOR JOHN NOEKEN, CABINET MEMBER FOR
RESOURCES**

Question 2

At the recent Area Board meeting in Melksham the proposed new Community Campus was on the agenda. A presentation of the council's single proposed site was given but there was no opportunity for questions or discussion. Instead a very limited number of points of clarification were permitted. From these it became clear that no economic impact assessments, transport studies or feasibility studies have taken place, and they will not take place until after the final consultation for the public has completed.

In addition, the public are being invited to participate in a consultation on the issue before the issue is debated and before councillors (and the public) have the opportunity to ask questions of officers at the Area Board (the consultation is due to close on the 15th March and the Area Board scheduled for the issue to be discussed is on the 29th March).

It has therefore not been possible for members or the public to ask questions in a public forum on this issue. Therefore I am asking today, and in order that they are a matter of public record, the questions that I believe I, and others, should have been permitted to ask at the meeting where the proposal was presented.

1. The library is currently used by a number of organisations that are based, or meet, in the Town Centre (such as the majority of the Town's primary schools and voluntary groups such as the Cubs). Can the cabinet member tell me what impact assessment has been made on how these groups will be affected by the closure of the town centre library?
2. Wiltshire recently spent £288,727 refurbishing Melksham's Town Centre Library. How does it represent best value for money to spend it and then scrap it?
3. Wiltshire Council, and its predecessor West Wiltshire District Council, fought the new Asda Development in Melksham on the basis that it was an 'out-of-town' development and this was against their policy. Could the Cabinet Member please inform me when they performed a about turn on this?
4. I, along with many others, have been asking for a copy of the proposals for the Campus for several months. Indeed in November when I presented to this council a petition signed by 2,184 local residents objecting to the proposed closure of the Town Centre Library and its relocation to the Melksham Oak site I was informed that there were, as yet, no such plans and that such documents were not yet produced. Yet now that we finally have the council's proposals I see that the

Sustainability Appraisal Report, the main document released to the public, is dated October 2010. Can the Cabinet Member please explain why this document was withheld from members, despite their requesting it, and could he say, categorically for the record, what other reports are being, will be or have been produced in relation to the Melksham Campus and provide a timeline for when they will be available to the public.

5. In the council's own sustainability report when looking at the preferred option the report itself identifies the potential impact on the Town Centre of removing the library and says (Page 54, item 13 Community Facilities) "If a campus were built in this location, retention of some services in the town centre eg the library, should be considered" and then (Page 55, item 14 Education and Skills) "Provision of a new library may be better located within the town centre where there would be greater accessibility to a wider number of people."

Most damaging however is the statement (Page 55, Item 16 Economy) "Directing services and facilities to town centre locations would draw people into the centre, helping to improve vitality and viability of retail and other businesses. Development of an edge-of-town campus would have the opposite effect and would be unlikely to aid regeneration – a priority for the town and stated in the Wiltshire LDF."

Why is the council not following its own advice and policy?

6. Why has the council dismissed the option of a split site campus, with the Library and Youth Centre being retained at their current locations and the new development at Melksham Oak housing the remaining facilities as being hypothetical and therefore impossible to cost? These facilities are in place at their current locations and surely the cost of these buildings is known to the council?

Response

1. The current proposal for a community campus in Melksham looks at the re-provision of attractive, up to date, accessible and improved library facilities within a campus facility on the Woolmore Farm site. This facility would be designed to cater for the needs of the Melksham community area and as such a potential planning process would include the production of a sustainable transport assessment and a plan to encourage continued use of library facilities for existing users.
2. The potential savings of delivering a community campus far outweigh the historical investment made into the existing library facility, details of which were presented at the Melksham Area Board on 2 March 2011. From a value for money perspective, it is important that future costs are analysed rather than historic ones.

3. In spatial planning terms there are a variety of policies that could be seen to either support central development or edge of town development, this would be dependent on the application concerned. An example of such a policy would be the adopted Leisure & Recreation Development Plan Document that advises the replacement of indoor leisure facilities in Melksham be firstly considered on the Woolmore Farm site.
4. The proposal for the Melksham Community Campus was presented to the area board in February 2011. As the question indicates, you have been asking for a copy of the Campus proposal, which was not available until the Sustainability Assessment was completed. It must be understood the Sustainability Appraisal is not the campus proposal but part of the process of developing one. All background information and audit and research work is available. The Sustainability Appraisal, a non-statutory spatial planning tool that is one part of the background audit work, was completed firstly in October 2010. However as a first draft it needed to be reviewed before being made available. Even now for example, the Sustainability Appraisal does not include any weighting for the travel plan which will need to accommodate any planning application. Any planning application will include consideration of the development of sustainable transport arrangements that will be to the benefit of the wider Melksham Community Area. The final draft of the sustainability appraisal was made available in early 2011 and the Council has made it clear that it is a public document and available to all. Additional work that will need to be completed assuming the current proposal proceeds include an economic impact assessment and the transport plan forming part of a planning process. The timeline for this is clear within appendix b of the campus development and management proposal Cabinet paper considered on 15 February 2011 and was specifically covered in the presentation at the area board.
5. The Sustainability Appraisal is not Council policy; it is a spatial planning tool which is considered one part of the audit and research work associated with the community campus proposal. The findings of the appraisal have been assessed against the remainder of the audit work and the current proposal best meets the wider objectives of what the Council is looking to achieve from the co-location of services and consideration of the report will both shape the nature of items such as transport arrangements to any Campus.
6. The proposed option for community campus delivery in Melksham is a single site option. The benefits to the library and youth services if they remain in their present position are likely to be outweighed by the wider benefits co-location presents. This includes the potential for better quality modern services, extended opening hours, cross-service use, vastly improved fit for purpose and efficient buildings that reduce running costs, significant ongoing financial and environmental savings and the reduction of risk to the Council. It is important to emphasise that the final recommendation to Cabinet on the Melksham Campus will be made by the Area Board, which is leading the consultation process.

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COUNCIL
22 February 2011

COUNCILLORS' QUESTIONS

**QUESTION FROM COUNCILLOR JEFF OSBORN
TROWBRIDGE GROVE DIVISION**

**TO COUNCILLOR LIONEL GRUNDY OBE, CABINET MEMBER FOR
CHILDREN'S SERVICES AND COUNCILLOR JOHN BRADY, CABINET
MEMBER FOR ECONOMIC DEVELOPMENT, PLANNING AND HOUSING**

Question 1

Given that the Conservative led Government has terminated the Future Jobs Fund Scheme, what is this Council doing to tackle the scandal of rising youth unemployment in Wiltshire?

Response

The Wiltshire Potential Future Jobs Fund (FJF) contract with Department of Work and Pensions (DWP) is to create 495 new/additional jobs for unemployed young people aged 18-24 between October 2009 and March 2011. The contract runs until September 2011.

By 15 February 2011, all 495 jobs had been advertised with Job Centre Plus. 416 of these have been filled; another 15 are waiting on start dates. Thanks to our 21 employer partners we are confident we will fill all the vacancies giving 495 unemployed young people the chance of real work in a real job.

Our Jobcentre Plus (JCP) colleagues have indicated that as at 25 January the destinations for 209 Wiltshire Potential FJF leavers were:

- 46% found work,
- 1% University
- 1% travelling
- 2% maternity leave
- 12% unknown
- 38% went back on benefit,

Given the opportunity Wiltshire Council would certainly have sought to expand its FJF programme beyond September 2011.

The FJF experience in Wiltshire has been an unqualified success for both its employees and its employers. It has also been a very positive and far reaching example of successful partnership working which has helped the development of even stronger working relationships to tackle worklessness in Wiltshire especially with Jobcentre Plus and with Wiltshire College.

The issue of young people's lack of preparedness for the world of work is of key importance for Wiltshire Works - the Worklessness sub-group of the Employment & Skills Board (ESB). At its meeting on 11th February the Action for Wiltshire Board agreed to convene a special meeting of Wiltshire Works to look at support for 16-24 year olds.

Young People are amongst the people priorities in the Wiltshire Work & Skills Plan which outlines relevant activity aimed at increasing opportunities to help young people achieve their potential such as:

- **Wiltshire Works Grant**
We are working with JCP locally on a national pilot to provide 40 jobs for existing long term unemployed (2 year+). The jobs will be for at least 30 hours a week and last for 13 weeks. We are recruiting local employers as part of the Action for Wiltshire programme with 20 vacancies at the start of February 2011 and another 20 vacancies at the start of March 2011.
- **Work Experience for unemployed young people**
We are working with JCP on a work experience initiative for up to 300 unemployed 18-24 year olds who have been claiming JSA for 13 weeks or more to offer them work experience placements of up to 8 weeks and pay their travel costs if they live independently of family or with family in receipt of income based benefits.
The aims of the initiative are to:
 - Maximise the number of young people moving into employment or training through providing young unemployed people with quality work experience.
If successful this will minimise the number of young people flowing onto the DWP Work Programme.
- Working with Wiltshire College, neighbouring universities, employers and sector skills councils to develop the Higher Education offer and increase access to Higher Education
- Addressing attitude/cultural barriers of employers regarding their perception of young people
- A Basic Skills project to assist those who left compulsory education without the minimum skills level required for employability
- The WSEP Basic Skills Performance Reward Grant project being delivered by Wiltshire College commenced in August 2010. The project seeks to assist those who left compulsory education without the minimum skills level required for employability. Specifically it aims to:
 - Increase the number of adults obtaining a Skills for Life qualification at Entry Level 3

- Increase the number of adults passing a Level 1 National Test in Adult Literacy (and/or Numeracy) from any of the accredited examining bodies
- Increase number of adults who gain a Level 2 qualification in Adult Literacy (and/or Numeracy) from any of the accredited examining bodies or any other Level 2 Qualification
- Through its own Skills for Life contract with the Skills Funding Agency, Wiltshire Council has been actively raising the Basic Skills levels of its workforce to increase employability. In 2008/09 139 staff were enrolled on programme with an achievement rate of 94.2%. In 2009/10 74 staff were enrolled on programme with an achievement rate of 97.3%. The lower number of learners is due to funding changes which excluded stand alone Skills for Life provision in 2009/10 so that the numbers are only for those enrolled on NVQ courses. Through the Family Learning Skills for Life contract with the Skills Funding Agency, the Council has been actively raising the Basic Skills levels of its communities. In 2008/09 there were 138 on programme with an achievement rate of 93.5%. In 2009/10 there were 64 on programme with an achievement rate of 94%. Enrolment numbers were fewer in 2009/10 as a result of national policy changes which now embed Family Learning Skills for Life courses within longer Family Learning courses rather than deliver as additional 'bolt-on' courses. In the past learners on very short Family Learning programmes were able to join 6 hour 'move on' courses but the short delivery times only suited higher level learners who needed to brush up on their existing skills. This new, longer, integrated approach has worked well as learners working at lower levels have more time to prepare and feel less anxious about taking the test.
- Wiltshire 100 in 100 Apprentices Campaign
We are working with Wiltshire College to achieve 100 new apprentices starting an apprenticeship in 100 days. This was launched on 10th January and an event is being held on 1st March to get as many employers as possible to pledge to take on an apprentice.
- Economy & Enterprise service is also working with HR & Organisational Development on a developing an Apprenticeship Action Plan in regard to Wiltshire Council employing apprentices and maximising the opportunities arising from apprenticeships to up skill its existing workforce.
- A recent decision has been taken by the Wiltshire Strategic Economic Partnership (WSEP) Employment & Skills Board for the Apprenticeships MoU Group between relevant Wiltshire Council services and National Apprenticeship Service (NAS) to formally become a sub-group of the ESB.

Assisting young people with the transition from education to employment is featuring as a priority in the emerging Employment & Skills Strategy for

Wiltshire as well as the Wiltshire Assembly's Action for Wiltshire Programme – Support for Recovery (phase 2) , which has areas of focus on:

- A programme of employability and informal skills development for young people and new labour market entrants
- Establishing a network of local entrepreneurs/business owners to be engaged as role models and provide placements or projects for young people to gain a practical context for skills application and practice
- Young Entrepreneur Society pilot to provide the right environment that will help prepare young people to start their own businesses
We ran this course for FJF employees in during the autumn and it was very well received.
- ESF Response to Redundancy

This is a programme of training and skills development for those at risk of redundancy or recently made redundant across Wiltshire & Swindon which only has until March 2011 to run. The Accountable Body is New College Swindon but both Wiltshire Council and Wiltshire College are partners. Overall the project is doing really well and the partnership is on target. So much so that we were asked by the SFA if we wanted to increase our allocation and extend the project to end March 2011 (otherwise would have ended in December 2010). We secured a further £100K approximately. With the project ending at the end of March we are focusing our efforts on building further links with employers.

Keeping NEET levels below the national average is another important priority and is being achieved by:

- The 'Get Prepared Programme' an Action for Wiltshire Initiative to support 16 to 18 year old young people move into employment, training or further education.
- Ensuring that vulnerable groups have access to additional support and guidance, for example an intensive personal adviser is co-located with the Looked After Children team.

COUNCIL
22 February 2011

COUNCILLORS' QUESTIONS

**QUESTION FROM COUNCILLOR CHRIS CASWILL
CHIPPENHAM MONKTON DIVISION**

**TO COUNCILLOR JOHN THOMSON, CABINET MEMBER FOR ADULT
CARE, COMMUNITIES AND LIBRARIES**

Question 1

- a. Have any representations being made to the government on the Council's behalf in respect of the deeply regrettable proposals to cut the mobility component of the Disability Living Allowance?
- b. Will he take this opportunity to make clear this Council's concern about the effects of this proposed reduction of the living standards and working opportunities of Wiltshire citizens?
- c. What would be the cost to this Council of restoring this cut for the citizens of Wiltshire were going to be otherwise affected?
- d. If this policy is implemented, would he consider proposing to the Cabinet that the restoration of this allowance be included in the 2012 – 2013 budget?

Response

- a. The council has written to our local MPs.
- b. We have written to MPs. We have also suggested that if this were to be implemented then a ringfenced grant could be made available to Local councils to help provide some alternative support.
- c. we estimate that there are approx 400 people in residential homes in Wiltshire who we fund that may claim DLA, and the total loss to them would be estimated at approx £1m.a year. In addition there will be some people under 65 in residential care who fund themselves, whom we are unaware of.
- d. As part of our regular reviews of people's services in our care we would always discuss all their care and support needs and together with them, their families and the providers try to find ways of helping their needs be met. This will continue.

Question 2

Will he take this opportunity to give a public assurance that it is the intention to reverse the cuts in public library opening hours and the services which have been removed from other libraries as soon as the Council's financial circumstances permit?

Response

There is no provision in the 4 year plan to reverse the cuts in public library opening hours. Wiltshire Council is facing a budget reduction of 28.4% over the coming years. To help the council meet this target, the library service will need to reduce its budget.

Following comprehensive consultation, including with area boards and customer focus groups, proposals for how the library service will be managed were approved by Wiltshire Council's Cabinet on 25 January 2011. This will be made in part by introducing rationalised core library opening hours and by working with volunteers to operate our smallest libraries and to extend opening hours at other locations.

We are pleased that the proposals for the library service in Wiltshire unlike those of neighbouring authorities will avoid the need for any library to close.

- All 31 of Wiltshire's libraries will be retained
- All five of Wiltshire's mobile libraries will be retained
- All libraries will still receive funding from Wiltshire council for premises costs, power, cleaning and computer systems
- Library stock would continue to be provided to all library branches
- Self service technology will be introduced to all libraries to improve efficiency and help communities extend library opening hours through support from volunteers who will be trained and supported by Wiltshire library staff

The proposals come into effect September 2011 allowing time for volunteers to be recruited and trained. Officers are currently attending Area Boards and Parish Councils to outline the proposals and discuss ways of working with communities to extend the library opening beyond the new core opening hours and how communities can make better use of their library buildings.

The response from communities has so far been positive. To date 156 volunteers have come forward, before we have started a recruitment campaign. We are optimistic that ultimately that the new ways of working with communities and volunteers could result in longer opening times for smaller rural libraries.

**TO COUNCILLOR DICK TONGE, CABINET MEMBER FOR HIGHWAYS
AND TRANSPORT**

Question 3

- a. What is the full cost of installing pedestrian refuges on the A 4 on either side of the Beckhampton roundabout?
- b. How many accidents involving death or serious injury have occurred within the close vicinity of this roundabout in the last five years?

Response

- a. £21,541.41
- b. Fatal Accidents 0
 Serious Injury 0
 Slight Collisions 9

Works have been undertaken following a meeting between George Batten and the then MP Mr Michael Ancram in 2009 after concerns had been raised by local residents about speed of vehicles, difficulty of crossing the road, difficulty of access from side roads, and the dangers caused by motorcyclists using the area as a drag strip.

TO COUNCILLOR JANE SCOTT OBE, LEADER OF THE COUNCIL

Question 4

How many charitable, voluntary and arts organisations have already had their grants from Wiltshire Council reduced in the financial year 2010 – 2011?

How many more of these organisations will have their grants reduced in FY 2011 – 2012 and FY 2012 – 2013?

Will she arrange for a list of the affected organisations, and the size of the reductions, to be sent round to all members?

Response

In the financial year 2010/11

The total grants allocation to the Voluntary sector from the VCS Unit is £2.4m. In this year 12 organisations have had their grants reduced although the overall spend in the voluntary sector did not reduce. The total amount of this movement was £470,000. Some of this reduction came from projects ending, some from merging 4 ex-district funded VCS support services into one countywide service, some from moving services to another provider, or from bringing projects in house . The savings have provided new services,

including a volunteering data base which matches potential volunteers with current volunteering opportunities - which has helped over 1,000 volunteers this year, and the Wiltshire Good Neighbours .

In the financial year 2011/12

8 organisations will have their funding reduced (2 of these are also counted in 2010/11 above). Four of them are merging into one organisation (for carers) making efficiency savings to cover the reduced funding.

A further 5 organisations who provide support services to the VCS will have reduced funding. This is a very slight reduction since savings have been identified elsewhere, including grant aid from external funders. Efficiency savings here are expected to come from groups collaborating and sharing back office functions to reduce core costs.

In the financial year 2012/13

The total is unknown since discussions on this will take place in 2011.

However we have negotiated other support and funding for 17 lunch clubs to continue the services they provide .

A report detailing all the organisations affected, with details of the financial reductions, will be circulated to Members .

TO COUNCILLOR FLEUR DE RHE-PHILIPPE, CABINET MEMBER FOR FINANCE, PERFORMANCE AND RISK

Question 5

- a. In cash terms, what is the effect on this Council's 2012 – 13 budget of the decision by the Government to frontload reductions in the local authority grant for the coming year?
- b. What representations did this Authority make to the government in respect of the scheduling of the budget reductions?

Response

- a. In cash terms formula grant will reduce by £11.477 million.
- b. None, as we did not feel it would be of any added benefit.

Question 6

With respect to the Government funding allocations to Wiltshire Council for FY 2011-12, how much was attributable to additional money Intended (but not ring fenced) for adult social care from the Department of Health?

Response

At this time we are finalising negotiations with the PCT around this money and how it will be used. To that end we have assumed 88% of the monies within our base budget.

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COUNCIL
22 February 2011

COUNCILLORS' QUESTIONS

QUESTION FROM COUNCILLOR RUSSELL HAWKER
WESTBURY WEST DIVISION

TO COUNCILLOR JANE SCOTT OBE, LEADER OF THE COUNCIL AND
COUNCILLOR JOHN THOMSON, CABINET MEMBER FOR ADULT CARE,
COMMUNITIES AND LIBRARIES

Question 1

I refer to the Confidential "Complaint Investigation Report" dated 31st August 2010 which was circulated to members by email on 11 February this year and which purports to exercise power to judge whether an alleged racist comment is actually racist.

Exactly what Law (specifying, please, the precise legislation and/or regulations and/or statutory guidance, including clause numbers and quoting the parts that apply in this matter, or common law, including citation and basic decision summaries and principles that apply) applied or applies to the council in relation to racial equality in public meetings of the council and / or partners?

Where exactly in any of the Law does it say that a comment is racist just because someone asserts that it is - or any basis looking anything like this? What does it say?

Where exactly in any of the Law does it say that the usual common law test of "reasonableness" cannot be used at the discretion of any tribunal or judge in assessing the meaning of words in Law and whether a comment reasonably means what the complainant thinks and alleges?

What powers and authority did the "Investigator" have to carry out an investigation and also judge what is relevant and choose what is fact or not and then also decide and state a determination of the allegations in the report (ie. one person acting as in-house investigator, jury and judge), stating exactly who gave the investigator these powers and why?

What tribunal or judicial decisions exist that show that the phrase "jungle drums" is racist?

Why does the Investigation report not bother to explain any relevant law (ie. no reference to legislation or caselaw)?

Why does the report not bother to explain how the comment is believed to breach the law.

Why does the report not bother to explain the powers of the investigator or where any powers come from.

Why would anyone receiving such a report be expected to think it actually has any status in law or be legitimate or be part of any competent activity of the council or deserves to be treated with anything but concern for its obvious and astonishing shortcomings?

Which members of the cabinet were involved in this matter? At what stage did they know the contents of the report and were they required by the constitution of the council or Law to decide on how to proceed with the matter (please specify who, dates and what was decided)? Did any cabinet member approve the report (who and when)? Which staff were involved in approving the report and actions that followed?

What legal advice was given by any properly qualified legal staff in this matter at any stage (why and to who and when, by whom, stating the qualifications of the staff)?

Do you accept that there should be a better way of handling trivial complaints and have you identified what legal possibilities exist? When will a lawful but common sense approach to trivial complaints be implemented, and how?

Response


The Chief Executive has instigated a review of the process followed in connection with the investigation of the complaint to which you refer. The outcome of the review will be reported to Cabinet at the earliest opportunity.

CABINET

DRAFT MINUTES of a MEETING held in COMMITTEE ROOM III - COUNTY HALL, TROWBRIDGE on Tuesday, 15 February 2011.

Cllr John Brady	Cabinet Member for Economic Development, Planning and Housing
Cllr Lionel Grundy OBE	Cabinet Member for Children's Services
Cllr John Noeken	Cabinet Member for Resources
Cllr Fleur de Rhe-Philippe	Cabinet Member for Finance, Performance and Risk
Cllr Jane Scott OBE	Leader of the Council
Cllr Toby Sturgis	Cabinet Member for Waste, Property and Environment
Cllr John Thomson	Deputy Leader and Cabinet Member for Adult Care, Communities and Libraries
Cllr Dick Tonge	Cabinet Member for Highways and Transport
Cllr Stuart Wheeler	Cabinet Member for Leisure, Sport and Culture

Also in Attendance:	Cllr Trevor Carbin
	Cllr Richard Clewer
	Cllr Christopher Cochrane
	Cllr Peter Colmer
	Cllr Linda Conley
	Cllr Tony Deane
	Cllr Peggy Dow
	Cllr Peter Doyle
	Cllr Nick Fogg
	Cllr Richard Gamble
	Cllr Mollie Groom
	Cllr Mike Hewitt
	Cllr David Jenkins
	Cllr Julian Johnson
	Cllr Jerry Kunkler
	Cllr Jacqui Lay
	Cllr Alan Macrae
	Cllr Laura Mayes
	Cllr Jemima Milton
	Cllr Bill Moss
	Cllr Jeff Osborn
	Cllr Mark Packard
	Cllr Anthony Trotman
	Cllr Bridget Wayman
	Cllr Christopher Williams

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

19. **Apologies**

An apology for absence was received from Councillor Keith Humphries, Cabinet member for Health and Wellbeing.

20. **Minutes of the previous meeting**

The minutes of the last meeting held on 25 January 2011 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 25 January 2011.

21. **Leader's Announcements**

Wiltshire Involvement Network

With the Leader's permission, the Chief Executive made a statement on this issue. The Chief Executive advised that in light of press statements and articles on matters relating to the Wiltshire Involvement Network, he would be instigating an investigation into how the Council dealt with the complaint. A report on the findings of his investigation would be presented to a future meeting of Cabinet.

22. **Declarations of Interest**

Cllr Trotman declared a personal interest in the item on the Outline Campus Development Timetable and Campus Management proposal by virtue of being Chairman of the Board of Calne Leisure Centre Ltd and stated he would participate in the discussion. Minute No. 28 refers.

23. **Public participation**

The Leader reported receipt of a statement from Dr J T Walker, Chairman of the Cycling Opportunities Group, Salisbury (COGS) as previously circulated. The statement was in respect of cycling as referred to in the Wiltshire Local Transport Plan (minute no. 29 refers). Representatives of COGS were not in attendance. Cllr Tonge undertook to send COGS a copy of his response.

Mr Allan Bosley of Corsham Town Council and Mr Gary Walker addressed Cabinet on the report on the Outline Campus Development Timetable and Campus Management Proposal as referred to at minute no. 28.

24. **Revenue Budget Monitoring 2010/11**

Cllr Fleur de Rhe-Philipe, Cabinet Member for Finance, Performance and Risk presented a report which advised Cabinet of the revenue budget monitoring position as at 31 December 2010 for financial year 2010-11.

The figures projected an overspend of £1.117 million. This was a £1.162 million increase in the forecast position since the last monitoring report of (£0.045) million, mainly as a direct consequence of assumptions made by officers around the ICT service budget. Future revenue monitoring reports would highlight ongoing progress to achieve a balanced budget.

Cabinet noted the revised format of the report which they were generally in favour of.

Resolved:

To note the report showing a forecast overspend of £1.1 million relating to the exceptional activity on winter maintenance and the transitional costs associated with the IT service.

Reason for Decision

To enable Councillors to approve a continued corporate approach to managing the financial pressures and Government reductions.

25. **Performance Update**

Cllr Fleur de Rhé Philipe, Cabinet member for Finance, Performance and Risk presented a report which provided an update on performance for the Council's Corporate Plan.

This report provided summaries of:

- progress against the Corporate Plan for the period April to December 2010.
- high level progress against our ambitions in the Local Agreement for Wiltshire.
- an update on government announcements regarding the National Indicator set and Local Area Agreements.
- an update on grants awarded under the Performance Reward Grant (PRG) scheme for area boards.

Cllr de Rhé Philipe explained that the reporting requirements and indicators were in the course of being changed, but where performance was still being measured, performance was progressing well.

Resolved:

That Cabinet notes progress for the third quarter of 2010/11.

Reasons for Decision

To keep Cabinet informed about progress and to provide an update on the Performance Reward Grant Scheme for Area Boards.

26. **Key Wiltshire Council Business and Financial Plans 2011-2015 - Budget 2011/12**

The Leader presented the draft Business Plan and Financial Plan for Cabinet's consideration and approval for onward recommendation to Council at its meeting on 22 February 2011.

The Financial Plan also included separate reports on the:

- Capital Programme for 2011/12 to 2014/15;
- Housing Revenue Account Budget and Rent Setting for 2011/12 and
- Fees and Charges for 2011/12.

A report on the Schools Budget proposals following recommendations from the Schools Forum was also presented.

The Leader explained that the Business Plan with its linked Financial Plan would be key documents in shaping the Council over the next four years. She also explained that these documents concentrated on making the necessary savings from areas which would not affect the delivery of front line services, protecting services and investing in priorities for the people of Wiltshire, particularly the vulnerable groups of our community. The Leader confirmed that a zero percentage tax increase on council tax for 2011/12 would be recommended to Council.

The Leader referred to a tabled list of minor amendments in particular correcting the figure quoted in the Financial Plan for emergency planning from £32k to £234k which had been picked up at the meeting of the Joint Scrutiny Select Committees on 10 February. Revised copies of the Business Plan and Financial Plan would be circulated to all Councillors prior to the Council meeting on 22 February to incorporate these amendments and other minor typographical corrections.

Cllr Jeff Osborn presented the report of the Joint Scrutiny Select Committees held on 10 February as Chairman of that meeting. He made a number of points in relation to the delivery of the campus proposals (minute no. 28 refers), the adult social care programme and the need to monitor the implementation of the Business Plan.

The Leader explained that she was already working with officers to develop a transparent method of monitoring the finances and activity in delivering the Business Plan over the next four years. She suggested that Scrutiny might like to use the same process for monitoring it from a scrutiny perspective.

The Leader and members of Cabinet responded to questions which included questions on investing in economic development opportunities, ensuring that risks identified were at an acceptable level and managing the Government's plans on the 'Big Society'.

Further debate on the Business Plan, Financial Plan and financial reports would of course take place at Council on 22 February 2011.

Recommended to Council on 22 February 2011:

Business Plan and Financial Plan

- (a) That subject to the minor amendments circulated at the meeting and correction of typographical errors, to endorse the Business Plan and linked Financial Plan for 2011-2015.
- (b) To approve the investments and savings as set out in sections 5 and 6 respectively of the Financial Plan that provides for a net revenue budget in 2011/12 of £329.847 million.
- (c) To set a Wiltshire Council Band D council tax for 2011/12 of £1,222.43 as per section 9 of the Financial Plan.

Capital Programme

- (d) To approve the Wiltshire Council Capital Programme for 2011/12 to 2014/15 as shown in Appendix A of the report presented (which will also be presented to Council).

Housing Revenue Account Budget

- (e) To approve the Housing Revenue Account Budget for 2010/11 (revised) and 2011/12 (original) as presented (which will also be presented to Council).
- (f) To approve the increase for dwelling rents in accordance with the rent restructuring.
- (g) To approve an increase of 4.6% for service charges.
- (h) To approve that there be no increase to garage rents to avoid an adverse effect on void rates.

Schools Budget

- (i) To approve the overall Schools Budget of £274.653 million.

Fees and Charges

- (j) To approve the fees and charges as included in the revenue budget proposals for 2011/12.

Reason for Recommendation

Cabinet need to make proposals to Council in order to:

- (a) enable the Council to set its revenue budget and council tax for 2011/12 and
- (b) provide the Council with a strong business plan that sets out its direction for the next four years.

For the reasons in relation to recommendations (d) – (j) above, please refer the to the individual reports presented on these proposals which can be accessed on the following link of the Council's website:

<http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=512&Ver=4>

27. **Helping People to Live at Home**

Cllr John Thomson, Cabinet Member for Adult Care, Communities and Libraries presented a comprehensive report which sought Cabinet approval on a proposal to transform the provision of services for older people living in their own homes and in sheltered housing. This had stemmed from officers working in partnership with partners, providers and customers since January 2010 to review and redesign the service to improve the lives of the elderly and vulnerable and ensuring they could remain as independent as possible and for as long as possible in their own homes.

Following consultation with customers, sheltered housing tenants and care providers, the Council had now developed a service specification that brought together a range of different services including reablement, domiciliary care (personal care), low level support (such as housework and gardening) and housing support.

Cllr Thomson explained that the proposals were innovative in a number of ways and would offer everyone in Wiltshire access to a range of services that did not exist currently either in Wiltshire or regionally. It was also noted that the work undertaken had attracted a great deal of interest nationally because it had been based on taking an approach that looked at all services and is focused on the customer's wishes and aspirations.

The report presented provided details of the key principles which underpinned the proposals, how services would be commissioned, the implications for sheltered accommodation and wardens and the consultation carried out on this, provision of crisis response and telecare and equipment and outlined measures for prevention and early intervention.

Cllr Mike Hewitt presented the report of the Rapid Scrutiny meeting held on 9 February which considered the Cabinet report and included a number of recommendations. Whilst welcoming the proposals, he commented that given it was such a complex issue, the scrutiny exercise would have benefitted from an earlier sight of the report even in draft form. Cllr Thomson was happy to accept the recommendations from the Rapid Scrutiny exercise. He confirmed that the finalised report was made available to scrutiny at the earliest opportunity and that it had not been possible to provide details any earlier whilst negotiations were taking place with a number of organisations. Cllr Thomson referred to the specific briefing for all Councillors on this proposal prior to Cabinet and that he hoped to provide similar briefings on major issues coming before Cabinet whenever possible.

Cllr Jeff Osborn appreciated the time pressures involved and suggested it would be helpful to engage scrutiny in policy development alongside Cabinet to maximise scrutiny involvement and therefore backbench Councillors at an early stage. He also referred to previous consideration being given to introducing a protocol on Executive/Scrutiny Relationship Protocol that would have formalised such an approach.

Following debate during which Cllr Thomson responded to questions, it was

Resolved:

- (a) That Cabinet approves the letting of contracts for Help to Live at Home Services and an Equipment service with a value in excess of £1m.**
- (b) That Cabinet authorises officers to proceed with undertaking formal staff consultations with those staff currently employed in the Council's Reablement service regarding the TUPE (Transfer of Undertakings, Protection of Employment) transfer of these staff to providers of a new Help to Live at Home Service, contracts to be awarded in 2011.**
- (c) That Cabinet notes the recommendations on the inclusion of Housing Support within the new service, following consultation with tenants of sheltered housing, and the need to approve consultation on the TUPE transfer of Housing Support staff to Providers of the Help to Live at Home Service.**

- (d) **Cabinet authorises officers to proceed with undertaking formal staff consultations with those staff currently employed in the Care Connect service regarding the transfer of these staff to the new equipment service.**
- (e) **That Cabinet notes the recommendations following consultation with tenants of Wiltshire Council and of the various Registered Social Landlords to change support provision with Sheltered Accommodation tenants in line with the Help to Live at Home service specification.**
- (f) **That agreement is reached with Corporate Procurement and Finance around the tender documentation prior to starting formal tender activity, to mitigate risks around scope and pricing and that the Corporate Director is authorised to proceed with awarding contracts**
- (g) **That Cabinet approves the proposal to extend the existing contractual arrangements for a six month period to ensure continuity of service to the customer, whilst the Help to Live at Home and Equipment Services tender exercise is undertaken and completed.**
- (h) **To approve the detailed proposals as set out in Appendices 1 and 2 of the report presented.**
- (i) **To accept the recommendations of the Rapid Scrutiny meeting held on 9 February 2011 as presented.**

Reason for Decision

Consultation with customers has emphasised the need to improve access and quality of care and support services. In developing the service specification and commissioning this new service, opportunities have arisen to include services currently provided by the Council that will result in service improvements, if included in a single specification

28. **🔑 Outline Campus Development Timetable and Campus Management Proposal**

Declaration of Interest

Cllr Trotman declared a personal interest in this item by virtue of being Chairman of the Board of Calne Leisure Centre Ltd and stated he would participate in the discussion.

Public Participation

Mr Alan Bosley of Corsham Town Council and Mr Gary Walker addressed Cabinet on this item.

The Leader presented a report on the Outline Campus Development Timetable and Campus Management proposal which would be taken forward by Cllr John Noeken as Cabinet member for Resources and Cllr Stuart Wheeler as Cabinet member for Leisure, Sport and Culture.

The report outlined the proposed future approach to how the Council would facilitate the delivery of services from campuses to neighbourhoods and communities in Wiltshire. It also provided an overview of the campus development element of the Workplace Transformation Programme and the timetable for developing and implementing a proposed alternative approach to estate management and ownership that was flexible, innovative, expandable and not based on the continuation of existing service division or structures.

Cllr Wheeler explained that the main purpose of the report presented was to deal with the rationalisation of estates and to agree the principles of communities running leisure facilities ensuring their direct involvement. The report proposed the implementation of a preliminary management project in Corsham, Melksham, Pewsey, Tisbury and Wootton Bassett which would commence in April 2011 as part of providing the evidence base for a future Cabinet decision on a long term model that would apply across the council. Cllr Wheeler stressed that these proposals would build on previous decisions taken by Cabinet on the leisure review.

Cllr Noeken confirmed that this was all subject to a strong business case being agreed by Council as part of approving the Council's budget.

During debate, the Leader reported that the Workplace Transformation Programme would be renamed the Campus and Operational Delivery Programme with Cllr Wheeler as its lead member and would operate as a member advisory board. It was noted that it would need to become clearer that this would be a corporate project to ensure cross-departmental input rather than being led from one departmental area, and as such would continue to be led and delivered by the existing programme team

Resolved:

That Cabinet:

- a) **approve the outline timetable and, subject to budget setting by Council, authorise the Campus and Operational Delivery Programme (formerly the Workplace Transformation Programme – see (d) below) to take forward the physical delivery of Campus buildings in conjunction with local communities;**

- b) approve the work stream principles within the Campus and Operational Delivery Programme covering the development and assessment of proposals for future management arrangements of campuses and local service delivery;**
- c) approve the implementation of the preliminary management project outlined in the report presented, with the aim of making a further recommendation based on the outcome of this to Cabinet by April 2013. This subsequent recommendation would include a formal assessment of the suitability, long term viability, and costs of a range of options to deliver a single council wide approach to the creation of a strategic not for profit community led organisation encompassing both property ownership and local service delivery;**
- d) rename the Workplace Transformation Programme, the Campus and Operational Delivery Programme;**
- e) approve the creation of member advisory board, specifically to support the programme with the following membership:**
 - Cllr Stuart Wheeler - Cabinet member for Leisure, Sport and Culture - Lead member**
 - Cllr John Noeken - Cabinet member for Resources**
 - Cllr Toby Sturgis - Cabinet member for Waste, Property and Environment**
 - Cllr Alan Macrae - Portfolio Holder for Schools**
 - Cllr Richard Clewer - Portfolio Holder for Youth and Skills**
 - An opposition Councillor from one of the relevant Scrutiny Committees and**
- f) authorise Mark Stone, Programme Director, to take forward appropriate liaison with the DCLG and other national bodies regarding the programme**

Reasons for Decision:

There is a growing national impetus for local authorities to consider how public services can be decentralised and how local people can be given the opportunity to directly influence the service offer in their community. In addition there is a need to establish appropriate management arrangements for the emerging community campuses and other operational estate.

The proposals recognise this by authorising the implementation of a preliminary management scheme, which will assist the development of a fully costed options appraisal for a new Wiltshire wide community focused management arrangement to be formally considered by Cabinet prior to April 2013.

29. **🔑 Wiltshire Local Transport Plan 2011 - 2026**

Public Participation

As mentioned at minute no. 23 of these minutes, a statement from Dr J T Walker, Chairman of the Cycling Opportunities Group, Salisbury (COGS) was previously circulated to Cabinet. Cllr Tonge undertook to provide a response to COGS.

Cllr Dick Tonge, Cabinet Member for Highways and Transport presented a report which sought Cabinet approval of the Wiltshire Local Transport Plan for 2011 – 2026 (LTP3) for onward recommendation to Council at its meeting on 22 February 2011.

Copies of the LTP3 which included the Strategy, Implementation Plan, Public Transport Strategy, Road Safety Strategy and Freight Strategy had been previously circulated to Cabinet. Cabinet had at its meeting on 14 December 2010 approved the Car Parking Strategy which would be included in the LTP for Council's adoption.

Cabinet noted that the LTP was a statutory document with a new Wiltshire LTP requiring to be published by 31 March 2011.

Cllr Tonge referred to the consultation undertaken on the LTP3 and the work of the LTP Project Board. He also referred to the input by Scrutiny as referred to in the report of the Environment Select Committee for the meeting on 11 January 2011 as presented. The report also referred to the Rapid Scrutiny Exercise and the fact that the recommendations arising from the this Exercise had been incorporated into Appendix 1 which detailed the main changes which had been made to the LTP3. Cllr Doyle, lead member on the Rapid Scrutiny Exercise also reported on the findings of the scrutiny exercise. Cabinet requested the report of the Rapid Scrutiny Exercise be made available to Council to assist with its consideration of LTP3.

Recommended to Council on 22 February 2011:

- a) **To adopt the Wiltshire Local Transport Plan (LTP3) 2011 – 2026 following approval given by Cabinet at this meeting.**
- b) **To note that further LTP3 theme strategies and area strategies, and an implementation plan for 2012/13 – 2014/15, are planned to be developed in 2011/12.**
- c) **To delegate authority to the Corporate Director for Neighbourhood and Planning in consultation with the Cabinet Member for Highways and Transport to finalise the document for publication by 31 March 2011.**

Reason for Decision

To ensure the timely publication of a statutory document.

30. **Census 2011 - Update**

The Leader presented a report which updated Cabinet on the progress being made in Wiltshire to prepare for the 2011 Census which would be taking place on Sunday 27 March.

The Leader stressed the importance of people completing the Census given that the main grant funding mechanism was heavily dependent on population figures which would have a direct bearing on the Council's funding in the future. Efforts being made to maximise participation in the Census were outlined in the report.

Resolved:

That the report be noted.

Reason for Decision

To keep Cabinet informed of arrangements and to ensure that Wiltshire gets a good count in March 2011.

31. **🗝 Municipal Waste Disposal (Landfill Diversion Contract) - Part I**

Cllr Toby Sturgis, Cabinet member for Waste, Property and Environment presented a report which sought to update Cabinet on progress with negotiations with the preferred tenderer. The report also sought confirmation of Cabinet's previous decision dated 23 March 2010 in light of possible changes in waste management policy and legislation. A revised business case was presented which addressed these potential changes.

Cllr David Jenkins sought an assurance that a Household Recycling Centre would be provided at the same time as the Mechanical Biological Treatment Plant (MBT). Cllr Jeff Osborn also sought a categorical response on this. Cabinet noted that although this was subject to future budget approval, it was the intention that the HRC would be provided at the same time as the MBT. The Leader assured Councillors that she would following consultation with the Service Director for Waste Management, provide information to Westbury Town Council on the scheduling of the HRC.

Resolved:

That the Cabinet confirms its decision made at the meeting held on 23 March 2010 to:

- (a) **authorise the Service Director Waste Management to conclude negotiation of the proposed contract with Hills Waste Solutions Limited on terms to be approved by the Leader of the Cabinet in consultation with the Cabinet Member for Waste, Property and Environment and the Cabinet Member for Finance, Performance and Risk after receiving advice from the Solicitor to the Council, the Chief Finance Officer and the Director of Neighbourhood and Planning; and**
- (b) **authorise the Chief Executive to complete the certification requirements of the Local Government (Contracts) Act 1997 in respect of the proposed contract (including the direct agreement with the funders) subject to its award in accordance with its proposal set out in paragraph (a) above.**

Reason for Decision

The Council could incur substantial additional costs if the targets for diversion of waste from landfill are not achieved. Proposing the signing of the contract with Hills for the delivery of 60,000 tonnes each year of MSW to the proposed MBT plant at Westbury and the subsequent delivery of at least 20,000 tonnes each year of SRF to an energy recovery plant reduces this risk.

32. **Urgent Items**

There were none.

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

Resolved:

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 numbers 34 and 35 below as 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.

34. **🔑 Municipal Waste Disposal (Landfill Diversion Contract)**

The Cabinet considered a confidential report from the Corporate Director, Neighbourhood and Planning which provided confidential details in relation to the report considered at minute no. 31 above.

Resolved:

- (a) **As detailed at minute no. 31 above.**

(b) That the confidential report be noted.

Reason for Decision

The Council could incur substantial additional costs if the targets for diversion of waste from landfill are not achieved. Proposing the signing of the contract with Hills for the delivery of 60,000 tonnes each year of MSW to the proposed MBT plant at Westbury and the subsequent delivery of at least 20,000 tonnes each year of SRF to an energy recovery plant reduces this risk.

35. **Award of Salisbury Park & Ride Bus Service Tender**

The Cabinet considered a confidential report from the Corporate Director, Neighbourhood and Planning which sought Cabinet approval to award the Park and Ride contract.

Resolved:

That approval be given to award the contract for the Park & Ride bus service to Hatts Coaches and that Cabinet delegates the authority to execute the contract for the Council to Ian White, Passenger Transport Unit Manager.

Reason for Decision

To ensure that the contract is awarded in time so that the agreed enactment date of the 3 June 2011 can be met.

(Duration of meeting: 2.00 - 4.55 pm)

These decisions were published on the 18 February 2011 and will come into force on 28 February 2011

The Officer who has produced these minutes is Yamina Rhouati, of Democratic Services, direct line 01225 718024 or e-mail yamina.rhouati@wiltshire.gov.uk
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CHILDREN'S SERVICES SELECT COMMITTEE

DRAFT MINUTES OF THE CHILDREN'S SERVICES SELECT COMMITTEE MEETING HELD ON 27 JANUARY 2011 AT COUNCIL CHAMBER, COUNTY HALL, TROWBRIDGE.

Present:

Cllr Andrew Davis, Cllr Peter Davis, Cllr Peter Fuller, Cllr Mark Griffiths, Cllr Russell Hawker, Cllr Jon Hubbard, Cllr Jacqui Lay (Vice Chairman), Cllr Bill Moss, Cllr Helen Osborn, Cllr Pip Ridout, Cllr Carole Soden (Chairman), Rev. Alice Kemp, Mr Neil Owen, Mrs Rosheen Ryan, Dr Mike Thompson, Mr John Hawkins and Chris King.

Also Present:

Cllr Lionel Grundy.

131. **Apologies and substitutions**

Apologies were received from Cllr Mary Douglas and Cllr Paul Darby.

132. **Minutes of the Previous Meeting**

The minutes of the previous meeting were agreed and signed as a correct record.

133. **Declarations of Interests**

There were no declarations of interest.

134. **Chairman's Announcements**

1. Cllr Mary Douglas was unable to attend the meeting but requested that the Committee consider her report on the Children and Young People's Trust Board.
2. The Director for DCE was asked to provide a steer on the DCE structure, which had been circulated at the meeting.

The Director confirmed that a newsletter had been sent to all staff in the department providing an update on the management review. The key reason that details were not provided earlier was due to the need to

conduct in excess of 150 interviews and the Director felt disclosure of the structure would not have been appropriate for those staff affected.

The newsletter was regularly updated and would be circulated before the next Committee meeting in March. Members of Committee would be added to the circulation list accordingly.

3. Visit to Melksham Oak School

The Chairman and several members of the Committee visited the new Melksham Oak School (formerly George Ward) on 13 January where they were shown around by the Deputy Headteacher, Paul Kennedy.

All those in attendance were very impressed by the facilities on offer and recommended that other members of the Committee would benefit from a similar visit.

The Chairman would write to the school thanking them for the tour.

4. Important Dates for the Diary

i) Councillor Development event: Collecting Evidence Through Questioning

A Councillor training event that would be particularly useful to all members of Select Committees, taking place in the Chestnut Room in County Hall on Thursday 3 February from 10:00am to 4:00pm.

ii) Special Joint Budget Scrutiny

The Special Joint Scrutiny Meeting would take place on Thursday 10 February to consider the Cabinet's budget proposals for the next financial year. The meeting would commence at 10:00am and take place in the Council Chamber. All Councillors were encouraged to attend.

The final budget would be considered by Full Council on 22 February.

iii) Councillor Development: Community Leadership Workshop

This would be a half-day workshop to update and refresh Councillors on all of the tools and processes available to pursue local issues on behalf of their constituents.

The event would be held at 2:00pm on 24 February at Monkton Park, Chippenham and again at 2:00pm on 2 March at City Hall, Salisbury.

Subsequent to the meeting taking place the event was postponed. Further details of the revised date would be circulated once known.

5. Deferred Items

Small Schools Strategy had been deferred for consideration in March. This was predominantly due to the national policy picture for small schools which was still unclear and therefore an update at this stage would not have been appropriate.

135. Public Participation

There was no public participation.

136. Coalition Changes - Update from Department for Children and Education (DCE)

The Director for DCE presented an update report on Coalition Government's proposals for children's services and education and to answer questions arising.

- Clarity was provided that many changes were still taking place. The Children and Young People's Trust Board, which was no longer a statutory requirement, would be retained by Wiltshire Council although the governance arrangements would be changed to ensure it remained streamlined.
- The Education Endowment Fund had been set up to provide financial support to post-16 learners. It was unclear how to access this fund at the present time but, once known, the Department would make best efforts to do so.
- The Schools White Paper set new benchmarks in terms of floor targets with a 60% target set for primary schools and 35% for secondary. There were several schools considering academy status within the region and these schools continued to work closely with the Council.
- A Progress Check was being planned in relation to reading ability and KS2 tests were being reviewed.
- No further information had yet been provided in relation to the All Age Career Service following the wind-up of the Connexions service.

- The Early Intervention Grant would sweep up the myriad grants that the Council previously received individually. As a new combined Grant, the funding received by Wiltshire would be £3.3m less than the previous individual funds combined. Although the financial need of the Department had been assessed at £18m the amount to be received would be £14.6m.
- There had been many changes within Public Health including education (i.e. health and child poverty) where the Council had a statutory requirement to address these areas. A strategy had been developed and a consultation was currently being undertaken.

Following questions received, clarification was provided was follows:

- a) The Children's Trust Board membership had not as yet been affected although there were plans to widen the membership. The Board would meet three times per year.
- b) In relation to the Dedicated Schools Grant, there would be a recoupment process from the Council for each school moving to academy status. This equated to £9,700 within Lavington and £6,100 in South Wiltshire.
- c) A robust tendering process had been undertaken for the children's centres contract within Wiltshire. A stakeholder panel, which included key staff and local parents, were involved in the decision making process.
- d) In relation to the Pupil Premium it was clarified that, for those eligible pupils in mainstream schools, funding would be paid directly to the school where the child was registered.
- e) It was understood that academy schools were likely to be required to adhere to the same standards as those schools under local authority control.

Resolved:

- 1) To note the update.**
- 2) To ensure that issues emerging as a result of national changes would be reflected in the Forward Work Programme.**

137. Budget Monitoring - DCE

The Committee, at its meeting in November, requested a standing item be added to the agenda to allow members to receive details of DCE's latest budget and performance position. The Pupil Performance figures (Item 9) and Ofsted rating report (Item 12) will be considered later in the meeting.

Although there were no budget papers for consideration by Cabinet in January, hard copies of the full Cabinet budget papers in December were sent to members of the Committee for consideration. An edited version of these papers, which contained information relating to DCE, were included within the agenda pack.

The Head of Finance, DCE, was in attendance to answer any questions arising.

Resolved:

To note the latest budget position in relation to DCE.

138. **Integrated Working in Wiltshire**

The Committee considered an update report on progress made within Wiltshire to implement the Common Assessment Framework (CAF) and Lead Professional. The Joint Service Director for Commissioning and Performance attended to present the report and to answer questions arising.

- It was clarified that the team overseeing the CAF had moved into the Commissioning and Performance department in September 2010. The Strategy and Development Officer and support team would answer questions and provide advice and guidance as part of the 'Team around the Child' approach.
- CAF was highlighted as an issue in July 2008 where only 76 CAFs had been completed. The Department had made a continued effort to drive forward the importance of CAFs and had now completed approximately 1,000 CAFs to date.
- An Action Plan had been put together which had resulted in the Department now exceeding the targets set for CAFs, with approximately 1,000 completed to date.
- Further work was still to be undertaken to extend the use of CAF and ensure it remained beneficial to children and young people, and frontline workers now understood the importance of completing a CAF.
- An E-learning module was available which covered the basic principles of CAF of which 632 staff had accessed. There were also face-to-face training courses available, of which just over 300 frontline staff had attended.
- An Integrated Processes Working Group had also been established which worked with key stakeholders, the voluntary sector and schools, to provide a better understanding of the system of Integrated working, which included CAF.

- It was also clarified that CAFs did not apply to statemented children who received assistance through other arms of the organisation.

Resolved:

To note the progress made in respect of implementing CAF and Lead Professional across Wiltshire.

139. **Pupil Performance Figures**

The annual report, providing an overview of pupil performance at the end of each key stage for 2010 and details of Wiltshire's attainment against the national expectations, was presented by the Service Director for Schools and the Head of School Improvement.

- Although the results for KS1 reflected a slight decrease in mathematics (73% attainment in 2009 and 72% in 2010) an increase in attainment for both reading and writing was noted.
- It was clarified that attainment levels for KS2 had increased by 4% from last year and there had been a 3% increase within the foundation stage (to be renamed Foundation Years).
- The figures provided for the KS2 performance indicated that Wiltshire had now risen above the national average.
- The figures for KS3 remained steady and consistently high.
- Steady progress was being made in KS4 with Wiltshire above the national average in GCSE for English and Maths.
- The new English Baccalaureate indicator, which showed the proportion of young people gaining good GCSEs in a range of core subjects, also showed that Wiltshire was achieving above the national average with 18.8% of students achieving success against the national average of 15.6%.
- Within KS5 Wiltshire remained in line with the national average.
- It was acknowledged that the attainment levels for those pupils receiving Free School Meals (FSM) and children within the SEN category remained lower than other categories. Work continued to narrow the attainment gap, particularly within KS2 and KS4 where a greater attainment gap existed. Research on the factors attributing to this gap had already been undertaken and reducing the attainment gap remained a priority for the department.

- Changes within the department's structure would result in the education team coming together for the first time from April 2011. It was felt that this would allow greater cohesion which would further improve attainment levels across the board.

The Committee acknowledged the hard work undertaken by the department which was reflected in the increase in attainment levels but requested more detailed statistical information in future reporting. This should include details of areas of good practice.

To assist with Councillors' understanding of the current strategies within the department, the Service Director would circulate details to include a brief description of the strategies themselves.

The Service Director proposed that Councillors may benefit from primary school visits to better understand the lessons and expectations on children and the methods being taught.

Resolved:

- 1) **To note the contents of the report.**
- 2) **To congratulate all staff and children whose key stages have shown an improvement in their attainment levels for 2009/10.**
- 3) **To receive further detailed analysis data once available.**

140. **16-19 Learning and Skills ~ Strategic Priorities for 2011-12 and update on the transfer of responsibility from the Learning and Skills Council (LSC) to the Local Authority**

At its meeting in September 2010, the Committee received a report providing details of the progress made by the Council following the transfer of responsibility for 16-19 learning from the Learning and Skills Council (LSC) from 1 April 2010.

A further report, presenting the draft Strategic Priorities Statement for Wiltshire 16-19 year olds in 2011/12 was presented to the Committee which also included an update on progress following the Council's new responsibility. The Head of School Improvement attended to present the report and to answer questions arising.

The following updates had occurred since circulation of the papers:

- The Education Maintenance Allowance funding was now likely to be released for learners following the same pattern as those in receipt of free school meals.

- A recent announcement relating to the Post 16 capital funding indicated that for 2011/12 £57m was likely to be made available for 6th form colleges nationally. £30m of this would be provided to support basic needs and would be distributed to colleges, 6th forms and academies with a focus on demographic changes.

Following questions raised by the Committee the following clarifications were provided:

- a) Transport to learning facilities - The department was working closely with colleagues as part of the transport review as well as working within the local community with providers.
- b) All providers within Wiltshire were working closely together for both pre 16 and post 16 learners and there was a desire to increase the range of provision as it currently stood.
- c) The local authority had a direct responsibility for schools and 6th forms which were inspected as part of the Schools Inspection provision. Where schools had a level 3 grading in quality of provision the authority was engaged with those providers.
- d) Although the Council did not have direct responsibility for Further Education colleges and training sector providers the Council in many cases did work alongside many of them.
- e) Those schools becoming an academy or those schools given an outstanding grading would not be subject to inspection at the same level.

Resolved:

To note the report.

141. **Basic Skills Update**

In July 2010, the Committee received a report on the level of Basic Skills (amongst adults) in Wiltshire and required an update in six months time.

The Director for Economy and Enterprise and Economic Development Manager presented an update report providing details of the work being undertaken to increase Basic Skills attainment levels.

- In addition to the information in the report, it was clarified that details of all activities planned, including those available for the unemployed for a year or more, would be submitted to the Wiltshire Assembly at its next meeting.

- The Team were working internally with the HR and Organisation Development department to develop a programme for staff, which had been delayed due to the recent management review.
- The Employment and Skills Board would be overseeing the work of the Team who were now also likely to submit a Local Enterprise Bid to the Local Enterprise Partnership.
- It was acknowledged that further importance should be given to apprenticeship schemes as set out by central government. It was now less prescriptive on how providers could fund placements and schools were also being encouraged to promote this avenue. With the current economic climate there was limited funding for the private sector in terms of apprenticeships, and potential employees would be required to pay a subsidy. However, the team were looking creatively at other ways of incentivising employers to follow the apprenticeship route.
- Members of the Committee felt that the Council should lead by example in this area and promote the apprenticeships scheme internally. However, it was understood that this may not be applicable at the moment with the cuts required across the organisation. At the most appropriate time, progression through the organisation should also be encouraged to free-up available posts for apprenticeship options.
- It was confirmed that those students leaving the County for degrees were unlikely to return to Wiltshire for employment thereafter although current figures indicated that 1 in 5 graduates were currently unable to seek employment, of which a number were returning to Wiltshire. Part of the Spatial Planning Strategy would be to encourage employers to the Wiltshire region as figures released in 1991 indicated that at that time 50,000 commuted out of the county to work and 30,000 commuting in.
- Following a member request, the Service Director would provide the Committee with the number of young people receiving degrees within Wiltshire.

Resolved:

To note the progress made in improving the level of Basic Skills attainment in Wiltshire and the current and planned activity for maximising and sustaining this improvement.

142. **OfSTED Children's Services Annual Rating 2010**

The Corporate Director for DCE presented a report informing members of the Ofsted assessment of children's services within Wiltshire. The report was also considered by Cabinet at its meeting on 25 January 2011.

Wiltshire had been awarded a rating of 'Performs Well' as outlined in the Ofsted rating letter dated 9 December 2010, attached to the agenda papers. There had been improvements on last year's performance as well as some areas identified for further improvement which included the quality of childminding, primary schools and the attainment of children from low income families or those with special education needs.

Due to time constraints members of the Committee were requested to e-mail further questions relating to the report directly to the Corporate Director following the meeting.

Resolved:

- 1) **To note the report.**
- 2) **To congratulate all staff working with children and young people in Wiltshire on receiving a rating of 'Performs well' from Ofsted following its assessment of Children's Services in Wiltshire.**

143. **Task Group Update**

An update on the work of the Committee Task Groups was provided with the Agenda.

The Committee noted the updates provided with the following additional information:

Major Contracts Task Group

That the next meeting of the Task Group would take place on 1 February and not 2 February as indicated in the update.

144. **Forward Work Programme**

It was agreed that the Committee would monitor the impact of future increases to the cost of education.

It was understood that the youth service would be reviewed and that preliminary discussions had taken place. No immediate changes were to be made but the item would be added to the Forward Work Programme for consideration by the Committee at a later date.

The impact of additional academies within Wiltshire would be discussed between the Chairman and officers and details provided to Cllr Helen Osborn.

Resolved:

To note the Forward Work Programme.

145. **Date of Next Meeting**

Thursday 17 March 2011

146. **Urgent Items**

There were no urgent items for discussion.

(Duration of meeting: 10:30am – 1:30pm)

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WESTERN AREA PLANNING COMMITTEE

DRAFT MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 9 FEBRUARY 2011 IN THE COUNCIL CHAMBER - COUNCIL OFFICES, BRADLEY ROAD, TROWBRIDGE.

Present:

Cllr Ernie Clark, Cllr Rod Eaton, Cllr Peter Fuller (Chairman), Cllr Mark Griffiths, Cllr Malcolm Hewson, Cllr John Knight, Cllr Christopher Newbury, Cllr Graham Payne, Cllr Stephen Petty, Cllr Jonathon Seed and Cllr Roy While (Vice Chairman)

Also Present:

Cllr Trevor Carbin and Cllr Francis Morland

9 **Apologies for Absence**

There were no apologies for absence.

10 **Minutes of the Previous Meeting**

The minutes of the meeting held on 12 January 2011 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 12 January 2011.

11 **Declarations of Interest**

W/10/03031/FUL – Application to renew planning permission W/05/00744/FUL to allow time to submit reserved matters pursuant to reference 98/01149/OUT - Land West Of Biss Farm West Ashton Road West Ashton Wiltshire

Councillors Peter Fuller and John Knight declared a personal interest as members of Trowbridge Town Council, and both members of the Town Council Development Committee. This application had not been considered by Trowbridge Town Council but had been previously discussed. Councillors Peter Fuller and John Knight gave their assurance that they would consider the application with an open mind.

W/10/02808/OUT – Proposed extension and conversion of existing house into 7 dwellings - Wayside 62 Bradley Road Trowbridge Wiltshire BA14 0QY

Councillors Peter Fuller and John Knight declared a personal interest as members of Trowbridge Town Council, however neither of them is a member of the Town Council Development Committee. Councillors Peter Fuller and John Knight gave their assurance that they would consider the application with an open mind.

W/10/03650/FUL – Part retrospective application for extensions to dwelling , replacement garage with first floor storage area and erection of 2 metre boundary wall - 112 Beanacre Wiltshire SN12 7PZ

Councillor Stephen Petty declared a personal interest as a member of Melksham Without Parish Council, however he is not a member of the Parish Council Planning Committee. Councillor Stephen Petty gave his assurance that he would consider the application with an open mind.

12 **Chairman's Announcements**

The Chairman welcomed Mike Wilmott and Sophia Nartey as, respectively, the new Area Development Manager and Solicitor for the Western Area Planning Committee.

The Chairman also welcomed Alan Creedy, Head of Service for Sustainable Transport, and Rob Hannis, Senior Engineer Highways, who were attending the meeting to answer any questions with regards to highways issues.

Finally the Chairman welcomed Chris Marsh, Democratic Services Officer, observing the meeting and welcomed back Councillor Mark Griffiths.

13 **Public Participation**

The Chairman welcomed all present. He then explained the rules of public participation and the procedure to be followed at the meeting.

The Chairman reported receipt of a question from Councillor Ernie Clark which sought clarification on how award costs associated with appeals were met. A copy of the question and the Chairman's response is appended to these minutes.

In posing a supplementary question Councillor Clark questioned how the response had been phrased. He was concerned that it seemed to have been phrased in such a way as to try and frighten the Committee from ever taking a decision that might go to appeal.

The Chairman reassured Councillor Clark that the response was meant to be detailed not alarmist. The Chairman agreed to provide Councillor Clark with a written response to his supplementary question.

14 **Planning Applications**

The Committee considered the following applications:

14.a W/10/03031/FUL

Application to renew planning permission W/05/00744/FUL to allow time to submit reserved matters pursuant to reference 98/01149/OUT - Land West Of Biss Farm West Ashton Road West Ashton Wiltshire

Public Participation:

- Mr George McDonic spoke in objection to the application
- Mr Richard Covington spoke in objection to the application
- Mr David Hutchinson, agent, spoke in support of the application
- Mr Peter Westlake, Chairman of the West Ashton Parish Council, spoke in objection to the application

Councillor Francis Morland, Unitary Member for Southwick, expressed his concerns with regards to the application.

Councillor Trevor Carbin, Unitary Member for Holt and Staverton, also expressed his concerns with regards to the application.

Officers introduced the report which sought approval for an extension of time for a previously approved outline development. The Highway Officer answered questions from the Committee, including the adequacy of possible changes to the Yarnbrook crossroad, the implications of the Section 106 Agreement for highways improvements, the timeline for implementation of the Core Strategy and whether the impact of the loss of the Staverton diversion had been measured.

Members of the Committee expressed unease and could not be satisfied that the impact on traffic of the application had been fully assessed.

It was therefore

Resolved:

To defer the application for further information on the transport impact assessment of the proposal and in particular Yarnbrook crossroad.

14.b W/10/02808/OUT

Proposed extension and conversion of existing house into 7 dwellings - Wayside 62 Bradley Road Trowbridge Wiltshire BA14 0QY.

Public Participation:

- Mr John Gibbs spoke in objection to the application.

Officers introduced the report which sought approval and drew the Committee's attention to the late list which included a further condition to be added should the application be approved.

The Highway Officers answered members of the Committee's questions including ease of access and exit from the site, the impact on traffic and additional pressure on traffic at the already problematic Holbrook junction and reassured the Committee that the conditions included in the application addressed those issues adequately.

However members of the Committee could not be satisfied that the conditions in place satisfactorily addressed their concerns over the scale of the development, its visual impact, and the loss of amenities for neighbouring dwellings.

Resolved

That planning permission be REFUSED

For the following reasons:

The proposal by reason of the scale of development and its visual impact, would be out of character with the spatial form of the surrounding area, harmful to the streetscene and would be likely to result in loss of amenity to the occupiers of the neighbouring dwellings. This would be contrary to policies H1, H24, C31a and C38 of the West Wiltshire District Plan – 1st Alteration 2004 and the principles contained within the Council's Supplementary Planning Guidance 2004 and Residential Design Guide 2005.

14.c W/10/03650/FUL

Part retrospective application for extensions to dwelling , replacement garage with first floor storage area and erection of 2 metre boundary wall - 112 Beanacre Wiltshire SN12 7PZ.

Public Participation

- Mr Chris Hall spoke in objection to the application
- Mr Alvin Howard, architect, spoke in support of the application
- Mr Paul Londors spoke in support of the application

Officers introduced the report which sought refusal and drew the Committee's attention to the late list which contained additional comments.

During the ensuing debate members of the Committee expressed concerns over the scale and size of the extensions and the loss of light to the neighbouring

dwelling, although it was noted that neighbouring dwellings seemed to have also been extended to a similar or larger size.

Resolved

That planning permission be REFUSED

For the following reasons:

The proposed two storey extension, replacing the existing single garage, by reason of its position, mass, bulk and height would dominate and overshadow the neighbouring property (111b Beanacre) by reason of a detrimental loss of light to habitable rooms and dominating the amenity space associated with the neighbouring property resulting in detrimental harm the amenities of 111b Beanacre contrary to the provisions of policy C38 of the West Wiltshire District Plan First Alterations 2004 and the guidance contained within the SPG for House Alterations and Extensions.

15 **Planning Appeals Update Report**

The Planning Appeals Update Report for December 2010 was received.

Officers informed the Committee that the Kingston Mills project had received a national award for local regeneration and renewal. Members of the Committee commended Mr Gerald Milward-Oliver (Bradford on Avon and District Community Development Trust Chief Executive), the Princes Trust and all involved for their commitment to the project.

The Chairman, on behalf of the Committee, congratulated the Officers involved with the project.

Resolved:

To note the Planning Appeals Update Report for December 2010.

16 **Urgent Items**

There were no Urgent Items.

(Duration of meeting: 6.00 - 8.40 pm)

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Wiltshire Council

Western Area Planning Committee

9 February 2011

Item 5 – Public Participation

Councillor's question

Questions from Councillor Ernie Clark, Hilperton Division

In the past, this committee has repeatedly been told by officers that cost awards following planning appeals are borne by the council tax payer. However, I am now advised that the council holds indemnity insurance against such claims. If this is correct, then cost awards at public enquiries are not met from the public purse.

Could the Chairman please advise this committee whether cost awards against Wiltshire Council are met from the public purse or by insurance held to cover such an occurrence.

Response

The Council's Insurance and Finance officers have confirmed that the Council's insurance policies do not cover claims for costs awards following planning appeals. These costs are charged to the Development Service revenue account and are therefore ultimately met from the public purse.

There is no budgetary provision within the Development Service for cost awards which are essentially viewed as a service overspend which the service is then asked to address by finding comparable savings elsewhere. This puts severe pressure on maintaining service standards and has been a contributory factor, along with the fall in fee income during the economic downturn, for a number of posts in the service not being filled as they fell vacant.

In summary, costs which are awarded because the Planning Inspectorate conclude that unreasonable planning decisions have been made have a direct impact on service provision and are met by efforts to balance the Development Service budget.

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STAFFING POLICY COMMITTEE

DRAFT MINUTES OF THE STAFFING POLICY COMMITTEE MEETING HELD ON 9 FEBRUARY 2011 AT COMMITTEE ROOM III - COUNTY HALL, TROWBRIDGE.

Present:

Cllr Allison Bucknell (Chairman), Cllr Rod Eaton, Cllr David Jenkins, Cllr Francis Morland, Cllr Bill Moss (Reserve), Cllr John Noeken, Cllr Mark Packard, Cllr Jane Scott OBE and Cllr John Smale

1. Apologies for absence

An apology for absence was received from Cllr Mike Hewitt, who was substituted by Cllr Bill Moss.

2. Minutes of Previous Meeting

Resolved:

To confirm and sign the minutes of the Committee meeting held on 16 December 2010 as a correct record.

3. Declarations of Interest

There were no declarations of interest.

4. Chairman's Announcements

The Chairman announced that the workforce reports for the quarter ended 31 December 2010 had just become available and would be emailed to Members of this Committee very shortly. They would also be included in the agenda papers for consideration at the next meeting

5. Public Participation

There were no members of the public present.

6. **Local Government Pension Scheme (LGPS) Employer Discretions Policy Revision**

Consideration was given to a report by the Service Director HR & OD which proposed some amendments to the LGPS Employer Discretions Policy to withdraw the discretion to allow late transfers-in of previous pensionable service.

After discussion,

Resolved:

To withdraw the discretion to transfer-in previous pensionable service after the expiry of 12 months from joining Wiltshire Pension Fund, with effect from 1 October 2011.

7. **Wiltshire Pension Fund Admission for Clerks to Governors to be Eligible to join the Local Government Pension Scheme**

On considering a report by the Service Director HR & OD,

Resolved:

To grant consent for Clerks to Governors in schools to join the Local Government Pension Scheme with effect from 1 April 2011, subject to the consent of the governing body and the usual qualifying conditions.

8. **Redundancy Policy & Procedure for Chief Officers**

On considering a report by the Service Director HR & OD,

Resolved:

To approve the redundancy policy and procedure for chief and senior officers, subject to all references to chief executive or head of paid service to be standardised.

9. **Appointments Policy & Procedure for Chief Officers**

On considering a report by the Service Director HR & OD,

Resolved:

To approve the appointments policy and procedure for chief and senior officers, subject to all references to chief executive or head of paid service to be standardised.

10. **Improving Work Performance Policy**

On considering a report by the Service Director HR & OD,

Resolved:

To approve the revised policy on improving work performance.

11. **Recovery of Overpayments Policy**

On considering a report by the Service Director HR & OD,

Resolved:

To approve the revised recovery of overpayments policy and procedure.

12. **Date of Next Meeting**

Resolved:

To note that the next meeting was due to be held on Wednesday 9 March 2011.

13. **Urgent Items**

There were no urgent items.

14. **Exclusion of the 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 15 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 1 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.

15. **Local Government Pension Scheme (LGPS) - Employer Discretions - Payment of Deferred Benefits**

On considering a confidential report by the Service Director HR & OD,

Resolved:

To approve the release of the Officer's deferred LGPS pension benefits, with actuarial reduction following his voluntary redundancy on 31 January 2011, as set out in the report.

(Duration of meeting: 10.30 am)

The Officer who has produced these minutes is Roger Bishton, of Democratic & Members' Services, direct line 01225 713035, e-mail roger.bishton@wiltshire.gov.uk

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