

AGENDA SUPPLEMENT (1) (Updated)

Meeting: Council
Place: Salisbury City Hall, Malthouse Lane, Salisbury, Wiltshire, SP2 7TU
Date: Tuesday 8 November 2011
Time: 10.30 am

The Agenda for the above meeting was published on 02 November 2011. The reports itemised below are now available and are attached to this Agenda Supplement. Please bring this Supplement with you to the Council meeting.

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** (Pages 1 - 6)

Details of a further 3 petitions received as at 3 November.

Statement from Mrs Helen Farmer concerning petition referred to in the attached schedule concerning 'Objection to removal of Disabled parking Bays – Guildhall and Market Place, Salisbury'.

9. **Councillors' Questions** (Pages 7 - 52)

Details of questions received from various Councillors together with responses

10. **Minutes of Cabinet and Committees** *(Pages 53 - 66)*

Minutes marked 'to follow' in the Minutes Book as follows:

Audit Committee – 28 September 2011

Officers Appointment Committee – 31 October 2011

Officers Appointment Committee – 1 November 2011

11. **Countywide Analysis of the Impact of Car Parking Charges** *(Pages 67 - 76)*

The views of the Environmental Select Committee from its meeting on 1 November 2011 – extract of minutes attached.

Statement from Mr Mike Williams, Wessex Association of Chambers of Commerce.

Questions from Cllr David Jenkins and responses.

20. **Senior Management Restructure - Consequential Matters** *(Pages 77 - 80)*

Minutes of the Senior Officers Employment Sub-Committee dated 2 November 2011

DATE OF PUBLICATION: 4 November 2011

Petitions Update

Additional petitions received following circulation of the summons

Date received	subject	No. of signatories	Action taken
31.10.2011	Street parking – Bower Gardens, shady Bower – request for Double yellow Lines	54	Acknowledged by Democratic Services and referred to Salisbury Area Board for consultation with the Chairman 31.10.2011.
31.10.2011	Objection to removal of Disabled parking Bays – Guildhall and Market Place Salisbury	676 (1500)	Acknowledged by Dem Services 1 st November and referred to Salisbury Area Board Member of the public expected to make statement at the Council meeting.
E petition 16.9.2011 – 1.11.2011	Objection to land North East of Roundway park being approved for Development	102	Referred to Head of Spatial Planning for inclusion in the Consultation process. Lead petitioner informed of action taken 2.11.2011.

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Petitions Update

Statement from Mrs Helen Farmer - Objection to removal of Disabled parking Bays – Guildhall and Market Place Salisbury

On the 31st October, Mrs Rushby and I presented a petition to Wiltshire Council of around 1500 signatures, supporting our assertion that “The removal of 53 general access parking spaces, and 8 Blue Badge parking spaces from the Market & Guildhall Squares, and provision of just 9 Blue Badge spaces, would indirectly discriminate against disabled people. Both those with Blue Badges, for whom parking options within the city centre would be significantly reduced; and those disabled people without a Blue Badge, for whom it would be removed entirely”.

This was in fact our second petition; the first, of a similar number having been submitted to South Wiltshire planning department, as an objection to Salisbury Visions original planning application in May.

Both petitions were signed by disabled and able bodied citizens of Salisbury and its surrounds, and all but a handful of the Salisbury Market traders. All are very concerned at the removal of this car parking and particularly at the suggestion that parking provision for disabled people could be provided in roadside locations.

The vast majority of those who signed this second petition had not signed the first.

Since December 2006, All public sector organisations have been bound by the **Disability Equality Duty**, according the the Equality and Human rights commission this means that they must show ‘due regard’ to the need to:

- promote equality of opportunity between disabled persons and other persons
- eliminate discrimination that is unlawful under the Act
- eliminate harassment of disabled persons that is related to their disabilities
- promote positive attitudes towards disabled persons
- encourage participation by disabled persons in public life; and
- take steps to take account of disabled persons’ disabilities, even where that involves treating disabled persons more favourably than other persons (e.g. the provision of an accessible parking bay near a building, where parking is not available for other visitors or employees.)

Not all disabled people have Blue Badges, only those assessed as having 'severe' mobility disabilities. Obligations towards disabled people do not apply just to Blue Badge holders, but to any person who has "a physical or mental impairment that has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities". Walking, from alternative car parks to the shops, banks, post office or library in Salisbury is a normal day-to-day activity.

Members are no doubt aware of obligations under **Disability Discrimination Act**, and that this was superseded by the **Equality Act 2010**, which brought all equality strands together and harmonised protection afforded to different groups. This introduced the concept of 'indirect discrimination' in relation to disability, "where a rule, policy or practice has a disproportionate effect on one particular protected group".

Wiltshire Councils Parking strategy contains the commitment to ensuring that disabled parking provision meets the minimum national standards, outlined in the document **Traffic Advisory Leaflet 5/95**, this states "Parking bays for disabled people should be designed so that drivers and passengers, either of whom maybe disabled, can get in and out of the car easily and safely. Bays should be longer and wider than normal. They ensure easy access from the side and the rear for those with wheelchairs, and protect disabled people from moving traffic when they cannot get in or out of their car on the footway side of a bay on the highway".

Placing Blue Badge spaces on the side of one way streets in Salisbury would not achieve this. The document also indicates that parking should be provided within 50 metres of essential services, which the current Market Place car park provides, there is nowhere else in Salisbury where this could be achieved.

The Wiltshire & Swindon Structure Plan 2016 states;

Priorities for Sustainable Development

DP1 IN PURSUIT OF SUSTAINABLE DEVELOPMENT, PARTICULAR PRIORITY SHOULD BE GIVEN TO:

1. MEETING LOCAL NEEDS FOR JOBS, SERVICES AND AFFORDABLE AND SPECIAL NEEDS HOUSING IN ALL SETTLEMENTS
2. MEETING THE NEEDS OF PEOPLE WITH DISABILITIES
3. ACHIEVING A PATTERN OF LAND-USES AND ASSOCIATED TRANSPORT LINKS WHICH MINIMISE THE NEED TO TRAVEL AND SUPPORT THE INCREASED USE OF PUBLIC TRANSPORT, CYCLING AND WALKING
4. MAXIMISING THE POTENTIAL FOR ENERGY CONSERVATION AND ACCOMMODATING PROPOSALS FOR RENEWABLE ENERGY
5. IMPROVING THE AMENITY OF SETTLEMENTS

6. MINIMISING THE LOSS OF COUNTRYSIDE AND PROTECTING AND ENHANCING THE PLAN AREA'S ENVIRONMENTAL ASSETS.

This clearly indicates that the needs of disabled people must be given higher priority than the need to support the increased use of public transport, cycling and walking.

All local planning policy documents refer repeatedly to "sustainable development".

The Salisbury Local plan, states that the first of its aims is "To promote the principles and practice of sustainable development", and its parking guidelines state "Parking for disabled people should be additional to the maximum parking standards. Development proposals should provide adequate parking for disabled motorists, in terms of numbers and design (see Traffic Advice Leaflet 5/95, Parking for Disabled People".

Wiltshire Core Strategy, states that "Wiltshire Core Strategy aims to deliver sustainable development". The transport addendum to this document states that: "As part of a required transport assessment, the following must be demonstrated: That consideration has been given to the needs of all transport users (where relevant) according to the following hierarchy:
visually impaired and other disabled people
pedestrians
cyclists
public transport
goods vehicles
powered two-wheelers
private cars"

I would respectfully ask that Wiltshire Council ensures that it properly considers the effect upon ALL disabled people of any plans for the Salisbury Market Place.

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Wiltshire Council

Council

8 November 2011

Councillors' Questions

Question From Councillor Ernie Clark Hilperton Division

To Councillor Dick Tonge Cabinet Member For Highways And Transport

Question 1

The proposed 18T Weight Limit on Cleveland Bridge is likely to have significant implications for many villages and towns in Wiltshire.

The proposal, to be enforced through an Experimental Order approved by the B&NES Cabinet on 14 September, and to be implemented early next year, appears to have been ill-considered and, as an Experimental Order, it has not benefited from the full consultation that would normally be associated with such a proposal. Many believe that B&NES has acted in a cavalier manner, choosing to avoid consultation and the submission of a full portfolio of evidence to support the proposal. It has succumbed to political pressure to the detriment of neighbouring authorities and it appears indifferent to the effect that such a proposal will have on nearby villages and towns.

Two possible approaches for Wiltshire Council to adopt in respect of the Experimental Order are:

To seek a Judicial Review to examine the process adopted by B&NES in approving the proposal.

To adopt 'safeguarding measures' for the villages by imposing restrictions on the roads through the villages likely to be affected by the Experimental Order such that heavy lorries will be prohibited from using them.

Can you please confirm if either, or both, of these approaches is being considered by you and the reasons if they are not.

Response

The proposal approved by BaNES in September to introduce an 18T weight limit over Cleveland Bridge continues to concern Wiltshire Council.

In discussion with BaNES, it has been agreed that they will fund traffic measurements on significant routes through Wiltshire to measure the volume of heavy vehicles prior to the temporary order being put in place. Measurements will

continue after the temporary order has been implemented. If the increase is significant, Wiltshire Council will vigorously oppose the conversion of the temporary order into a permanent order.

BaNES has also given an undertaking that they will carry out a further consultation and analysis prior to implementation. We will ensure that the appropriate Town Councils and Area Boards are aware of this consultation.

With regard to judicial review, this is usually a last resort and only used when other statutory remedies have been exhausted. Given that there will be further informal and formal opportunities for the council to exert its influence, judicial review is not currently considered to be an appropriate course of action.

Imposing corresponding restrictions on Wiltshire's roads would have the effect of increasing the length of diversionary routes yet further, and would have an almost inevitable adverse impact on the local economy as well as increasing carbon emissions.

Questions From Councillor Nigel Carter
Devizes North Division

To Councillor Dick Tonge
Cabinet Member For Highways And Transport

Question 1

Subsidised Transport for Faith Schools:

Can Cabinet Member confirm that the recent decision to withdraw subsidised transport for faith schools was made purely on financial grounds?

Response

I can confirm that this decision was driven by financial constraints that the council faces.

Question 2

Ticket machines for Off-Street Parking:

Can Cabinet Member outline the business case for the new machines issuing duplicate tickets?

Response

New machines were purchased for West Wiltshire Towns as the existing machines were at the end of their life and were becoming unreliable.

The change to enable ticket machines to print duplicate tickets does not involve the purchase of new machines; it only involves a software change.

Questions From Councillor Jeff Osborn
Trowbridge Grove Division

To Councillor Lionel Grundy
Cabinet member for Children's Services

Question 1

At the recent LGA Children and Adult Services conference a call was made for councils to focus on their child protection work to ensure that the adoption process was not unduly delayed. Could I please be informed as to the steps in this direction that Wiltshire is taking? What are the trends in adoption over the past five years – I appreciate this will include Wiltshire County Council data.

Response

Wiltshire Children & Families Safeguarding and Adoption Social Work services are committed to ensuring positive outcomes for children and young people who cannot return to live with their birth families. In July 2010, the Children & Families Social Care Directorate was restructured into service specific teams, one of which was a specialist adoption team. Additional funding was provided by the Council to enhance social work capacity. A dedicated adoption team was created staffed by very experienced social workers with the necessary skills, knowledge and expertise to drive forward permanency planning and post adoption support.

The specialist adoption team has brought adoption and adoption support into sharp focus. The service has specifically focused on improving outcomes and timeliness in all adoption work. There is early identification of children requiring adoptive families and each child has a nominated home finder to begin the search as early as possible for an adoptive family that can best meet their needs. Wiltshire has invested in adoption services over the last 18 months recognising that there were points of delay in the process.

Further investment has been made to expand recruitment and support a diverse group of adoptive parents to meet the wide-ranging needs of our looked after children. We have responsibility to ensure a child's safety (including emotional safety and well being), and a child's needs in relation to safeguarding are paramount in the adoption service as in all other services. Post adoption support is crucial to prevent placement breakdown and disruption; adoptive parents may be adopting children who are older with complex needs and they need help and support to maintain their placements.

The Adoption Panel is extremely busy and actively involved in considering the child's welfare and any safeguarding issues in each case. There is liaison between the Panel and staff which further enables scrutiny and shared understanding of planning and children's needs.

The recently published adoption statistics clearly show an improving picture in Wiltshire. Adoption is a high priority in Wiltshire and performance has improved year-on-year. In relation to the indicator, ' The percentage of children adopted in the

year who were placed for adoption within twelve months of the decision", our 3 year average performance is 75% compared to the national average of 74%, and our performance improved post re-structure to 85% in 2010; a significant improvement. We have also undertaken some very complex adoptions. Children have been successfully adopted with very complex needs and circumstances.

All assessments of adopters are completed within timescale and many are completed well within 5- 6 months. Adopters attend pre- preparation courses to clarify the expectations and requirements of adoption; an assessment is then undertaken when it is agreed that they are ready to proceed. Some applicants require more preparation than others to understand fully the task required; adoption is a momentous and life changing event and it is incumbent on us to ensure that our children are placed with the right people who can meet their needs and see them successfully through to adulthood. We want to minimise the risks of placement disruptions. We have successfully placed large sibling groups together, older children with complex emotional needs and children with significant medical needs.

Adoption is a complex process highly prescribed by legislation and guidance. The forthcoming Judicial Review will make recommendations to shorten the process.

Question 2

Nationally, an estimated 450,000 pupils played truant from school for the equivalent of at least a month of the past year. What are the relevant figures for Wiltshire and what has been the trend for the last five years and how does that compare to other LEAs?

Response

The recently published 450,000 figure represents those pupils recorded as persistently absent (PA) using the new government threshold of children missing 15% of available sessions during the year (about 19 days).

Using this 15% threshold for PA the DfE has used last year's 2010/11 data to produce an initial one year comparator data set for primary and secondary and overall, Wiltshire compares favourably against both our statistical neighbours and nationally.

Persistent absence from school - new threshold

Persistent absence defined as missing 15 percent of available sessions during year (about 19 days) (number of pupils persistently absent and the percentage of all pupils on-roll)

	2010-11 (provisional)					
	Wiltshire		SN*		England	
Primary	1,237	4.1	14,939	4.4	174,835	5.2
Secondary	2,363	9.1	28,944	9.0	275,500	9.5
Both	3,600	6.4	43,883	6.6	450,330	7.2

* SN = Wiltshire's Statistical Neighbours:

Cambridgeshire, Dorset, Gloucestershire, Hampshire, Oxfordshire, Shropshire, Somerset, Suffolk, West Berkshire, Worcestershire

Note: the reasons for absence that may make up persistent absence are:

Illness, Medical, Religious, Study Leave, Traveller, Family Holiday, Extended Family Holiday, Excluded (no provision), Excessive Absence, Late, Other and Not Known.

Source: School Census via DfE

As this is a new threshold 5 year data has not been produced nationally. The previous threshold defined persistent absence as pupils missing **20%** (about 26 days) of available sessions during the year. Wiltshire's position overall on this previous indicator was broadly in line with the national and slightly higher than the statistical neighbour average.

Question 3

Can members please be reassured that Wiltshire schools have adequate heating equipment and supplies in preparation for the winter?

Response

Wiltshire Council arranges through 'Right Choice for Schools' for all member schools (Primary & Special Schools) to have their boilers regularly serviced and reported on in order to maintain high levels of reliability. In the event of a breakdown the Council has a stock of temporary gas heaters and can arrange to have temporary boilers deployed quickly if a boiler cannot be repaired quickly.

Secondary schools and those Primary schools that are not members of the Right Choice Scheme have the responsibility for maintaining their own boilers and making their own arrangements in case of breakdown. However, the Council would always look to answer any calls for assistance by directing such schools to those contractors and suppliers that could assist with their temporary heating and repair needs.

The Council also manages a programme of boiler replacements for all maintained schools (Community, Voluntary Controlled & Foundation) to minimize the risk of significant breakdowns and consequent school closures. Academies are fully responsible for all boiler repairs and the Council has no liability to replace boilers in Academies.

Questions From Councillor Helen Osborn
Trowbridge Lambrok Division

To Councillor Lionel Grundy
Cabinet member for Children's Services

Question 1a

There are a number of rumours circulating regarding the Youth Centre at Court Mills in Trowbridge. Can you please confirm, once and for all, whether Court Mills is scheduled to close in the next two years?

Response

Court Mills is one of the buildings that is scheduled to be replaced as part of the development of the Trowbridge staff 'Hub' and the Trowbridge Campus Development (for which no dates have yet been set). Youth work delivery will continue to be run from Court Mills pending these developments. Youth work facilities will be included in the future Campus Development.

Question 1b

Is Purton Youth Centre to close? If so, what alternative is to be provided?

Response

There are no plans to close Purton Youth Centre. A Youth Centre is identified in Purton as part of the 13-19 Strategy agreed by Cabinet in October 2011

Question 2

What is the future for the Bridge Centre Youth Services in Chippenham? How long have negotiations been going on to dispose of the building to the private sector? What alternative facilities will be provided?

Response

In 2008, the former Wiltshire County Council and North Wiltshire District Council embarked on a joint marketing campaign to dispose of the Bridge Centre and Bath Road car park Chippenham for a retail led mixed use development, in accordance with the European Procurement regulations.

A specification for relocating the existing users of the Bridge Centre, the Youth Service and Young People's Support Service (YPSS) was included in the sales documentation. Workshops were held with those attending the youth centre to ascertain their aspirations for replacement premises.

There was also consultation with the YPSS Management Board, local Members and the Chippenham Vision Board.

In 2009, ING Real Estate Developments (ING RED) were chosen as the preferred bidder.

The Development Agreement has now been signed and the Agreement obliged ING RED to relocate the Council services once certain conditions have been met such as the grant of planning consent. Alternatively, the Council can take a cash equivalent to the cost of the relocations.

Any relocation will be aligned with the Council's aspirations for a Community Campus in the town, and in this respect the youth service has already relocated some of its functions to the Olympiad Sports Centre. The youth service has indicated that additional facilities will also be required such as a skate park.

We are not in a position at this stage to provide an actual date by which the Bridge Centre site will be vacated for redevelopment. There is a commitment to ensure that appropriate facilities are made available for continuing youth work in Chippenham – issues which are also being over-seen by the Chippenham Area Board in the context of a future Chippenham Campus development.

Question 3

How many full time youth workers were employed in:

- 1st April 2009
- 1st April 2010
- 1st April 2011
- 1st April 2012 – predicted

Response

1 st April 2009	24	
1 st April 2010	21	
1 st April 2011	24	
1 st April 2012		Not yet confirmed*

Note: Year 1 of the Cabinet agreed 11-19 Strategy identifies a maximum reduction of £122,500 from the youth work staffing budget. The maximum impact has been stated as potentially 4-5 full time equivalent staff although we are doing everything we can to reduce the impact on the staffing budget as much as possible by finding savings across a number of areas.

Question 4

How many part time youth workers were employed in:

- 1st April 2009
- 1st April 2010

1st April 2011
1st April 2012 - predicted

Response

1 st April 2009	18.25 FTE (117 people)
1 st April 2010	24 FTE (148 people)
1 st April 2011	18 FTE (130 people)
1 st April 2012	Not yet confirmed*

***See Note above.**

Question From Councillor Michael Cuthbert-Murray **Westbury East Division**

To Councillor Fleur De Rhe Philippe
Cabinet member for Economic Development and Strategic Planning

Question

I note that Wiltshire Council are partners of the SWUKBO , South West UK Brussels Office, and that North Somerset withdrew from SWUKBO In 2009.

What are the costs To Wiltshire Council of being Involved In this organisation and what benefits have we derived as a result of our membership?

Response

Costs:

Cost of membership has been constant, at around £15,000 per annum. The exact contributions showing in SAP for the past two financial years are as follows:

2009/10 – £15,962.00
2010/11 - £16,441.00

From April 2010, Wiltshire Council took on the Secretariat function for SWUKBO which brought in a management fee from other partners of £15,000 pa. Therefore the net cost of membership in that year was £1,441. For 2011/12, we have committed £13,000 funding to the new South West European Partnership, and as Secretariat of SWUKBO for the period 1 April 2011 – 1 September 2011, we have also received £15,000 income from partners. Therefore overall SWUKBO has provided £2,000 income to the council for 2011/12.

Benefits:

The South West European Partnership serves the interests of Wiltshire Council and other local authorities, higher education institutions, third sector partners and businesses in the south west of England.

Activities are based around **three major areas of work**:

1. **Policy** - Following policy developments on the EU level which are of significance to the Council;
2. **Programmes** - Providing information and support to the Council on EU funding programmes, with the aim of developing potential projects;
3. **Profile** - Raising the profile of Wiltshire in Brussels and the rest of Europe through the European Commission, European Parliament, UK Permanent Representation to the EU and various European networks.

Specific benefits to date have included:

- Help with securing over €7 million (£6.035 million) for Wiltshire as part of the Rural Development Programme for England (RDPE) over the period 2007-13. This programme has provided grant aid to a wide variety of community and business development projects with grant aid across the county.
- €177,000 (£110,000) has been secured to support a programme to promote energy efficiency within schools and the wider community – this programme is in collaboration with partners in England and France as part of the Sustainable Energy Across The Channel Space (SEACS) project

Other opportunities to secure European funding are currently being explored with assistance from the South West European Partnership

Question From Councillor Ernie Clark
Hilperton Division

To Councillor John Thomson
Cabinet member for Adult Care, Communities and Housing

Question 1

With September's RPI at 5.6%, the amount of debt being allocated to councils through Housing Revenue Account reform looks likely to soar. What amount will Wiltshire Council now be liable for under this scheme? How is this debt going to be funded? Is it the intention of this council to pass the cost of this debt to tenants through increased rents from April 2013?

Response

In 2012 (28 March 2012), subject to the prior 'passing' of the Localism Bill, under the Government's proposed reform of the Housing Revenue Account (HRA) Subsidy Scheme will mean Wiltshire Council will need to borrow an additional £126 million. This is a notional value of our stock as determined under the process and is unaffected by interest rate movements. This borrowing will be kept within a separate (HRA) loan pool, and officers are currently assessing the most efficient and effective vehicle(s) for borrowing. At the moment given the national scale of debt to be taken on there is considerable market interest and options to progress deals at competitive rates. This debt will then be funded from future rent collections rather than the current subsidy system. Initial indications suggest that the cost of the debt financing will be less than the subsidy payment and as such this will benefit the HRA and tenants. The calculation of the rent is based on a national formula which takes account of RPI. The Authority in light of the changes to the funding is reviewing the options available to set future rent levels as part of the decision through the setting of a rents policy. This will assess the debt repayment period and the convergence of rents using the national formulae taking account of RPI. At this stage it is therefore not possible to comment in isolation as to the level of rent increases from April 2012. Further information will be presented to members for decision making as part of the process to set the 2012/13 budget and rent levels, and this will include consultation with tenants in January 2012. Clearly we will need to ensure that rents are collected and administered effectively to finance the debt and this is an area currently under our remit with good collection rates (98% 2010/11).

Questions From Councillor Brian Dalton **Salisbury Harnham Division**

To Councillor Dick Tonge **Cabinet member for Highways and Transport**

Question 1

Can the council list the roads where it spent the £3.7 million extra government funding that it received due to the bad winter last year and was any budget reduced because of this grant?

Response

The winter of 2010/11 was a prolonged period of severe winter weather which had a serious effect on the highway network. The mixture of wet and freezing weather caused severe damage to roads in many locations in Wiltshire. This is often a seasonal problem, but has been more noticeable due to the severe winters we have had.

In recognition of the difficulties faced by highway authorities nationally, the Department for Transport provided additional funding, and Wiltshire received

£3,741,300 for the financial year 2011/12. The funding was for repairs to the council's highway network resulting from the winter weather.

Wiltshire Council has a significant programme of highway works planned for this year comprising £10,931,000 of the LTP major maintenance funding and £1,279,000 of the council's capital funding. The winter damage funding has complemented and not displaced the originally proposed highway maintenance funding. It has significantly increased the expenditure on highways maintenance in Wiltshire this year.

A list of the additional sites treated to date with this additional funding is included as Appendix A.

Question 2

By each division, which residential estate roads have been resurfaced in the past two financial years?

Response

Wiltshire Council has carried out extensive programmes of road resurfacing and repairs in recent years, and is well on the way to meeting the Business Plan target to reduce the highways maintenance backlog by 10% over the next four years.

Naturally the priority has been to treat the busy main roads, especially those with poor accident records. However, it has also been possible to start to improve the minor urban roads, and a large number have been treated in the last two years. At present information on roads surfaced is not recorded by electoral division, but is reported annually for each community Area Board.

The work on urban roads and footways over the last two years for each community area is summarised in Appendix B. (It should be noted that this list excludes Class A, B and C roads).

Full details of all the roads treated in each community area this year will be published on the council's website next April.

Question From Councillor Brian Dalton **Salisbury Harnham Division**

To Councillor John Thomson **Cabinet member for Adult Care, Communities and Housing**

Question

A recent 'Inside Housing' report showed some local authorities are planning to demolish some of their housing stock, with a view to financial gain against the HRA debt. Please confirm if Wiltshire Council intend to demolish any of its properties prior to the 'demolition deadline' of 2017?

Response

All stock owning local authorities are currently preparing for the introduction of self financing. This means that at the start of the new financial year the council will have borrowed sufficient capital to pay the government in respect of our 5400 council homes. At the same time we will come out of the Housing Revenue Account subsidy system. It is anticipated that this will be of financial benefit to the Housing Revenue Account. As part of the preparation the government asked local authorities to indicate any planned demolitions of council housing. Wiltshire Council do not have any plans for demolition of stock since there is a significant demand for affordable housing and there is no financial advantage in any demolitions of our existing stock.”

Questions From Councillor Brian Dalton **Salisbury Harnham Division**

To Councillor Toby Sturgis **Cabinet member for Waste, Property, Environment and Development Control** **Services**

Question 1

Does the council agree with Conservative minister Eric Pickles’ comment: “Weekly rubbish collections are the most visible of all front-line services and I believe every household in England has a basic right to have their rubbish collected every week”, as taken from <http://www.communities.gov.uk/news/corporate/1998987>

Response

The council agrees that waste and recycling collection is a highly visible front-line service and is important to all of our residents. This is one of the reasons why we carried out extensive consultation, open to all households, on the design of our new waste and recycling collection service. 72% of residents who responded were in favour of the new service we proposed which is a fortnightly collection of each of the following:

Plastic bottle and cardboard – including shredded paper

Black box – for glass, paper, cans, foil and textiles

Garden waste – for those residents who have opted in

Household waste – non-recycled waste.

When most waste is recycled by a household there is less waste to be sent to landfill or for other disposal treatment. Of the residents who responded to the consultation who already have fortnightly collection of household waste, 96% (east) and 91% (west) voted in favour of the proposed new service.

Question 2

Will the council be applying for any of the £250million funding available to maintain weekly collections? If not, why?

Response

Details of how to apply for the £250 million funding identified to support councils in delivering a weekly collection of household waste have not yet been made available. However, reverting to weekly collection of residual waste would not enable the council to achieve its objectives to increase recycling and reduce the amount of waste to landfill.

There are 348 local authorities with waste collection responsibilities in England and Wales and of these 195 operate alternate weekly collections of non-recycled waste. The Local Government Group issued a briefing paper which states that funding will be given to local authorities that guarantee to retain or reinstate weekly collections of residual waste for at least five years. If Wiltshire Council continues with the current roll out of new services and adds weekly residual waste collection, the cost of the additional collection service for residual waste alone would be £3.2m each year, assuming that 50% recycling is achieved. This gives a cost of £16m over the five year period.

At present in Wiltshire the recycling rates achieved where there are fortnightly collections of residual waste are 46% in the east and 44% in the west. Recycling rates where there are weekly collections of residual waste are 37% in the south and 26% in the north. There is a risk that if Wiltshire Council reverts to weekly collection, recycling rates will fall and more waste would be sent to landfill as a consequence. If recycling levels fall to 35%, total costs of the additional residual waste collection could be in excess of £5.5m each year by 2014 due to the increase in Landfill Tax to £80 per tonne.

Further information about the additional funding is due to be released by the Department for Communities and Local Government and we will consider this when it is made available.

Question from Councillor Ian West
Till and Wylve Valley Division

to Councillor Toby Sturgis
Cabinet member for Waste, Property, Environment and Development Control
Services

Question 1

Could a 'Dale Farm' incident happen in Wiltshire? What lessons has Wiltshire Council learned from this incident?

Response

The Dale Farm case demonstrates the weaknesses in the planning enforcement system which is currently designed to put 'hedges and checks' into the process and prevent local authorities taking any sort of immediate action against people who break planning regulations. Despite a number of opportunities, successive governments have declined to make breaches of planning control a criminal offence and consequently they have to be dealt with by the existing protracted enforcement system with its inherent rights of appeal and recourse to the courts.

Additionally, local authorities have no control over the sale of private land to individuals or businesses whose objective may be to gain advantage by developing it without the required planning permission. This leaves local authorities in the position of always having to react to events.

In this context, it would be unrealistic to provide a complete assurance that a similar situation would not arise in Wiltshire in the future, albeit probably of lesser scale due to unique factors surrounding the Dale Farm case. However, the following are all considered to provide greater assistance to the council in tackling any unauthorised gypsy and traveller sites at a much earlier stage, before they become well established and therefore reducing the risk of 'Human Rights' and other similar legal arguments being used to frustrate and delay the planning enforcement process:

- The introduction by the Government, in 2005, of the power to issue a Temporary Stop Notice;
- The adoption of the Council's enforcement strategy in 2010 which prioritises dealing with cases where serious planning harm is taking place;
- The operation of a call -out system in enforcement to deal with serious breaches of planning control which occur out of normal office hours or at weekends;
- Delegation of enforcement decisions to Officers;
- Proposed amendments to planning legislation which are intended to limit the right to submit retrospective applications and reductions in the time allowed to submit appeals;

Question from Councillor Howard Marshall
Calne Central Division

To Councillor Dick Tonge
Cabinet member for Highways and Transport

Question 1

Given the shortfall in car park revenue, and the stated link by Cabinet members, which specific bus routes will be cancelled or affected?

Response

Any deficit on parking revenue, as being experienced this financial year, will be managed within the Cabinet members portfolio and Council as a whole. In next year's budget the overall situation with regard to car parking income and the need to reduce overall costs in line with the reduced government settlement will be evaluated. If this results in the need to changes to bus services there will be a consultation on any proposed changes.

Question 2

Does the Council possess adequate salt stocks in view of last winter's national shortages and the projected harsh winter coming?

Response

During the previous three winter seasons' Wiltshire Council used 9,776T, 11,623T and 10,877T of de-icing rock salt respectively to treat the road network. The council is well placed to meet the likely demands for this coming season and has replenished total stocks to 14,000T in the eight operational depots.

In recent weeks there has been intense media coverage in some parts of the media concerning the coming season. Colourful headlines about what's in store for this year's winter have all whipped up a frenzy of expectation for an 'Arctic Winter'. In response the Met Office Chief Executive, John Hirst, has recently written in The Times calling for a sense of reason in the light of these headlines. Below is part of the extract.

'Winter will be cold – but don't panic just yet

John Hirst

It's absurd to make alarmist forecasts of a whiteout. That's not how our weather works.

Last year Britain had the coldest start to winter in 100 years and the repeated snowfalls over 40 days before Christmas cost the economy up to £130 million a day. So it is understandable that there is intense interest in this year's winter. But the colourful recent headlines predicting “-20C within weeks”, “a winter fuel crisis” and “widespread snow by the end of October” bear no relation to the kinds of weather that forecasters at the Met Office are currently expecting — there is no need for alarm.

These stories do reflect our national obsession with the weather but they can also confuse and even scare vulnerable people. The Met Office's job is to provide accurate and reliable information and at this stage we see no scientific evidence to support these premature predictions. In fact the scientific capability does not exist to allow such extremes to be identified on a long-range timescale.

As winter approaches, local government and businesses are preparing for the worst that the British weather can throw at us. But the fact that local authorities are stocking up on grit is no cause for alarm. This is what contingency planners do'

The Met Office provide the forecast data on which decisions to salt Wiltshire's road network are taken.

Question From Councillor Jon Hubbard
Melksham South Division

To Councillor John Thomson
Cabinet member for Adult Care, Communities and Housing

Question 1

Following a request to Council on the 6th October for information on Empty Homes which has not had a response, I would like to ask again, what is the number of empty homes that are:

- A) private
- B) Wiltshire Council Stock
- C) other housing association stock.

Response

As at 31 March 2011 there were :

- A) 5189 private homes
- B) 23 Housing Revenue Account council homes
- C) 150 housing association homes

It should be noted that the above figures are a snapshot of all empty homes and are predominantly made of short term empty homes that may have been vacant for only a couple of days.

Question 2

What are the service standards members and the public should expect, and what's the protocol should these be broken?

Response

Elected members and, parish or town councils are encouraged to make us aware of any empty home in their area. Letters received by the strategic housing team are responded to within 10 working days and appropriate advice, options and actions are then taken. We are also proactive in making annual contact with all owners of long term empty homes in Wiltshire to determine the situation and try and encourage them to bring their properties back into use. If anyone is not happy with the service we have provided we would ask that they bring this to the attention of the Head of Service who will try and resolve the issue.

Question 3

Can these service standards be publicised on the website?

Response

We are updating the housing section on the council's website and following user testing within the next few weeks we will have new pages which will contain the housing service standards. As an interim measure I will ensure that service standards are provided on the website in advance of the full update.

Question From Councillor Trevor Carbin Holt And Staverton Division

**To Councillor Stuart Wheeler
Cabinet member for Campus Development and Culture (including Leisure,
Sport and Libraries)**

Question 1

Given the purchase on Melksham House has been made, where is the business plan?'

Response

Melksham House was purchased after a call for land was made by the council for potential sites for a Melksham Campus. This followed a meeting of the Melksham area board, where views were expressed that it would be preferable to have a town centre site for the campus. Cooper Tires brought forward their site and prior to the purchase being undertaken all local members were contacted and advised that the

council wished to proceed with the purchase of the site and their views were sought on this matter.

The council has now completed the purchase at a price of £250,000 and in the short term will continue to operate the site in a similar way to Cooper Tires to provide continuity to the groups and members of the public that use the site. The council is working with local partners to bring forward a proposal for the financing of a Melksham Campus to the December Cabinet, and such approval will of course be contingent on the relevant planning approvals and environmental assessments.

Question From Councillor Helen Osborn
Trowbridge Lambrook Division

To Councillor Lionel Grundy
Cabinet member for Children's Services

Question 1

At the last Council - 12th July 2011 - I asked a question on the membership of the Schools Forum and whether it should include representatives from non LEA schools - academies.

In the provided answer I was informed that the next meeting of the Schools Forum, in October, would address the changing composition and status of many of Wiltshire schools.

May I please be informed as to the outcome of this meeting and whether it resulted in any changes to the membership of the Schools Forum, its constitution and role and that of its sub groups?'

Response

At the meeting on 13 October 2011 the Schools Forum considered its constitutional arrangements, memberships and other arrangements relating to its sub-groups and voting procedures.

The Forum confirmed the current system of both PHF (Primary Heads Forum) and WASSH (Wiltshire Association of Secondary & Special Schools Heads) nominating Head Teachers to serve as Primary and Secondary schools representatives on the Schools Forum, and that this is fully in accordance with the regulations and best practice in this area.

It was noted that at present all of the secondary head teachers nominated by WASSH were Academy Head Teachers, which was allowable within the regulations but that WASSH may want to review the balance of representatives between academies and maintained schools especially if the funding mechanisms were not as clearly linked. WASSH represents both academy and non-academy secondary schools within the Wiltshire Area.

It was further agreed that WASSH and PHF be asked to review who should be the separate Academy representative and that the Chairman and Vice-Chairman of the Schools Forum liaise to agree the nominee.

By way of background, Wiltshire has 18 academies to date, 13 secondary schools and 4 primary schools and 1 special school. Within that number there are two traditional academies: Wellington and Sarum. These were part of the previous Government's strategy for raising standards. These two academies have sponsors, Wellington College and Wiltshire Council, the Salisbury Diocese, Bryanston Independent School and Bath Spa University respectively.

The others are converter academies. At first these schools could convert if outstanding at their last Ofsted inspection, then if good and now any school providing it has another higher performing school in support.

Membership and Composition of the Schools Forum and sub-groups

Since the changes to the constitution of the Schools Forum and the regulations governing it, the membership of the Forum has been clarified and stabilised as follows:

Type		Nominated by	Postholder
Schools Members	Teachers	4 x primary headteachers	PHF Mr N Baker <i>(Chairman)</i> Mrs Julia Bird Mrs J Finney Mrs C Williamson
		3 x secondary headteachers	WASSH Mr C Dark Mr M Watson Mrs Carol Grant
		1 x Special school headteacher	WASSH Mrs I Lancaster-Gaye
		1 x Academies Rep.	Academy Schools in Wiltshire Mr David Cowley
	Governors	2 x primary governors	<i>Wiltshire Governors Association</i> John Foster (primary) Ann Ferries (primary) <i>(Vice-Chairman)</i>
		1 x secondary governor	<i>Wiltshire Governors Association</i> Peter Biggs (secondary)

		1 x governor for special needs	<i>Wiltshire Governors Association</i>	Rev Alice Kemp (SEN)
Non-School Members		Early Years PVI Sector representative	Early Years Development and Childcare Partnership	Mr J Proctor
		Teacher representative	Joint Consultative Committee	Mr J Hawkins
		Diocesan Representative	Dioceses	Mrs Anne Davey
		Representative of maintained schools with nursery classes	Early Years Development and Childcare Partnership	Michael Keeling
		14 – 19 representative	13-19 Strategy group	Tina Pagett
Observers		Cabinet member	Children's Services	Cllr Lionel Grundy
		Portfolio Holder	Schools	Cllr Alan Macrae
		Parent Partnership representative	Ask	Miss S Lund
		3 x parent governor representatives	Children's Services Scrutiny Committee	Neal Owen, Rosheen Ryan

Working Groups and sub-Groups

There are the following four working groups which feed recommendations to the main meetings of the Forum:

SEN Working Group 2011-12

Mark Brotherton	Wiltshire Council
Bruce Douglas	Staverton Church of England Voluntary Controlled Primary School (PHF)
Phil Cooch	Wiltshire Council
Julia Cramp	Wiltshire Council
John Hawkins	Union Rep
Judith Finney	Dilton Marsh Church of England Primary School (PHF)
Karina Kulawik	Wiltshire Council
Julie Masurier	Wiltshire Council
Phil Beaumont	Downland School (WASSH)
Sarah O'Donnell	Westwood-with-Iford (PHF)
Elizabeth Williams	Wiltshire Council
Vacant	WASSH

Schools Funding Work Group 2011-12

Simon Burke	Wiltshire Council
Carol Grant	Pewsey Vale
Chris Dark	Matravers School
Phil Cooch	Wiltshire Council
Julia Cramp	Wiltshire Council
Mrs C Williamson	Mere School
John Hawkins	Union Rep
John Kimberly	Bitham Brook Primary School
Judith Finney	Dilton Marsh Church of England Primary School
M Watson	Lavington School
Neil Baker	Christchurch Primary School
T Gilson	Malmesbury School
Phil Cooke	Larkrise School
Elizabeth Williams	Wiltshire Council

Early Years Reference Group

Name	Position / Provider
Rosemary Collard	Owner, Snapdragons Day Nursery
Mark Cawley	Manager/owner, New Road Nursery, Chippenham
Alan Butler	Learning Curve Day Nursery, Wootton Bassett
Fiona Webb	Director, Sunny Days Children's Nursery, Calne
Mike Fairbeard	Little Fir Tree Nursery, YMCA
Ted Hatala	St Josephs Nursery, Devizes
Lucy Waterman	Curriculum Coordinator, Rub a Dub Preschool, Derry Hill
Andrea Gray	Smiley Faces Amesbury
John Proctor	Owner, South Hills School
<i>Vacancy</i>	
Jane Cross	Springboard DSC, Chippenham
Lorraine Cope	Accredited childminder, Childminders
Michael Keeling	Headteacher, King's Park Primary School, Melksham
Janet Stanford	Clarendon Infant School, Tidworth
Phil Cooch	Wiltshire Council
Simon Burke	Wiltshire Council
Sarah Clover	Wiltshire Council

School Services Board

Name	Position / Provider
Stephanie Denovan	Service Director for Schools and Learning – Chair
Julie Cathcart	Head of School Improvement, Schools and Learning
Simon Burke	Head of Business and Commercial Services, Schools and Learning
Lorraine Nowlan	HR Business Partner for Schools
Other service managers according to the business on the agenda	
Neil Baker	Headteacher, Christchurch Primary School Bradford on Avon
Catriona Williamson	Headteacher, Mere Primary School
Judith Finney	Headteacher, Dilton Marsh Primary School
Tim Gilson	Headteacher, Malmesbury School
John Jenkins	School Governor Representative, Avon Valley College
Sue Jiggins	School Governor Representative, Wylde Valley School
Mike Harrison	Union Representative, National Union of Teachers

Councillors' Questions

Question From Councillor Mark Packard Chippenham Pewsham Division

To Councillor Stuart Wheeler Cabinet member for Campus Development and Culture (including Leisure, Sport and Libraries)

Question 1

Can you confirm that Architects have been selected for Corsham Campus and what process was taken to make the decision ?

Response

No appointment of the final architect has yet been made in Corsham. Initial work has been undertaken in the normal manner in line with the council's framework agreements with Alex French, who has worked directly with the Shadow Community Operations Board to inform the relevant business case for Cabinet to consider in December.

Question 2

£30 Million has been allocated for the first three campuses. What is the current budgeted cost and can we know why the campus projects are slipping?

Response

£30 million was allocated in the council's capital programme for Campus development, this was not specifically to fund three campuses and was not intended to be an exclusive source of funding for these campuses. Some of the funding will be provided from approved capital funding for the operational estate requirements and the re-provision of existing Day Care provision from Old Sarum.

The capital programme as approved by the council made it clear this was an initial sum and that further funding would be considered as future business cases were prepared. As I have previously stated at Cabinet, the successful purchase of Melksham House has had a time impact on the programme, and I have asked officers to ensure that the first three business cases are considered simultaneously. These are being prepared for consideration by Cabinet in December. As you are aware both I and my cabinet colleagues are committed to rolling out future campus proposals across Wiltshire and to working with the Shadow Community Operations Boards, which many of you are actively involved with.

Question From Councillor Mark Packard **Chippenham Pewsham Division**

To Councillor John Noeken **Cabinet member for Resources**

Question 1

How many senior managers are on interim contracts?

Response

The number of senior managers defined as Head of Service level (3rd tier) and above employed in an interim capacity (temporarily employed in a post that would be otherwise filled permanently) is 5.

Question From Councillor Mark Packard **Chippenham Pewsham Division**

To Councillor Keith Humphries **Cabinet member for Public Health and Protection Services**

Question 1

I applaud the Buy Wiltshire Policy and would like to monitor its success. What is the percentage Council spend on Wiltshire based Companies in the Financial Years ending April 2009, 2010, 2011 and predicted for 2012 ?

Response

The source data for this report comes from Accounts Payable and includes all invoice payments and any credits in the system. It is the figure that suppliers see on their bank statements. The caveat that I would add is as the source data is accounts payable if a local supplier was used, but the head office and invoice is from outside Wiltshire, then it will not appear against Wiltshire spend

This report is based on Wiltshire towns including Swindon.

	Total Spend	Total Wiltshire Spend	%
2009/2010	401,213,112.36	190,694,366.87	47.53%
2010/2011	396,279,015.57	195,091,193.17	49.23%
Apr'2011 - Oct'2011	229,247,727.50	108,671,209.98	47.40%

Questions From Councillor Chris Caswill **Chippenham Monkton Division**

To Councillor Jonathan Seed **Chairman of the Licensing Committee**

Question 1

Will he join with me in welcoming the magistrates' court rejection of the appeal by the Karma nightclub in Chippenham against the revocation of their licence?

Response

As Chairman of the Licensing Policy Committee I join with Councillor Humphries as the Cabinet Member for Public Health and Protection Services and Councillor Caswill in welcoming the recent North Wiltshire Magistrates decision concerning Karma. It was an excellent illustration of the value of working across organisational boundaries and demonstrates the strength of the Licensing policies that this Council has in place.

This form of best practice working often goes unseen and undervalued but is now firmly embedded across the county. It is delivered via the Licensing Task group which has been ratified by the Community Safety Partnership and includes contributions from a range of partners.

Question 2

Given the value of this outcome to the night time economy in Chippenham, will he also make clear the Council's determination to resist the further legal challenge which the club is apparently going to make to the revocation decision?

Response

The Licensing Authority has recently been notified by the legal representative for Karma that they intend to challenge the Magistrates Court decision. The council is unsure what form of challenge is intended and to date no papers have been received. In the event that a challenge is made, the council will work closely with the Magistrates' Court and the police to seek to ensure that the court's decision is upheld.

Question 3

Given the importance of licensing policy for public order in the County's urban areas, and the changing national picture, will he now initiate a fresh look at the Council's licensing policy, with a view to an early debate in full Council?

Response

As I have already stated it is precisely the effectiveness of this council's current policies together with the diligent manner in which they are applied by our excellent licensing team and then properly interpreted by Members of Licensing Sub Committees that has allowed this council to achieve the results that it has so far in the Karma case.

As for the future, legislative changes have been outlined in the Police Reform and Social Responsibility Act 2011 and there is a commitment to formally review Wiltshire Council's Statement of Licensing Policy during April 2012 to address these changes. Licensing Policy Committee meeting dates have been programmed to address these changes in a timely manner as well as a review of our current licensing policies. During this review the opportunity will be taken to fully embed all current best practice arrangements. Members of the Council will also have an opportunity to comment on any proposed changes as part of a consultation process.

Question From Councillor Chris Caswill **Chippenham Monkton Division**

To Councillor Keith Humphries **Cabinet member for Public Health and Protection Services**

Question 1

Will he take this chance to comment on the public protection lessons to be learnt from the current case of the Karma night club in Chippenham?

Response

We always strive to improve the excellent performance of the Council's Public Protection Service and we note what has been achieved in The Karma case. In

addition the Public Protection Service always welcomes the opportunity to improve its service and learn from the experience it gains through on-going cases. A meeting has already been arranged to explore whether there are any lessons to be learned that will help promote and consolidate all of the licensing objectives.

I welcome Cllr Caswill' s involvement and contribution as the local Member during the preparations for this case and trust that he will be able to take part in the planned review.

Question 2

What plans have been made for the introduction of a Health and Wellbeing Board for Wiltshire?

Response

Wiltshire already has a shadow Health and Wellbeing Board that is up and running. Indeed a very positive workshop was held only last week with stakeholders including members of the Health and Adult Social Care Select Committee to discuss what we want to achieve as a shadow Board and how the various partners will work together.

The shadow Board has met once and will meet bi-monthly. The Board has agreed that it will review its working arrangements in April 2012 and determine how it will conduct its business until April 2013. At that date according to the current Bill, Councils will be required to have in place a formal Health and Wellbeing Board.

A briefing paper for councillors was included in the Elected Wire on 26 August 2011. See link below

<http://thewire.wiltshire.council/index/councillors-area/elected-wire/2011-elected-wire-26-august/wiltshire-health-and-wellbeing-board.htm>

Question 3

Is it his expectation that membership of that Board will include (a) opposition and (b) other backbench Wiltshire Councillors?

Response

The first shadow meeting of the Board took place on 13 October where the terms of reference which included membership of the shadow board, were agreed.

The membership is as follows:-

- the Leader of the council*
- the director of adult social care*
- the director of children and education*

- the director of public health*
- cabinet member for adult care, communities and housing
- cabinet member for children's services
- cabinet member for public health and protection services
- 3 Commissioning Group representatives* (one **GP** representative from each of the current Clinical Commissioning Groups to provide clinical leadership)
- 3 PCT representatives (until the PCT is abolished in March 2013)
- Chair of Wiltshire Involvement Network (WIN) until local HealthWatch is constituted. He/she will then be replaced by a local HealthWatch representative*.

The roles marked above with an * are currently required in the draft Health and Social Care Bill.

The final membership of the formal board will depend on the requirements of the Act.

Question From Councillor Chris Caswill
Chippenham Monkton Division

To Councillor John Thomson
Cabinet member for Adult Care, Communities and Housing

At the last Council meeting on July 11 you gave an assurance in respect of the accommodation of Wiltshire residents at Rose Villa in Bristol that "a Safeguarding investigation was carried out (there) and NHS Wiltshire are satisfied that measures were put in place that ensured the safety of the residents". The minuted supplementary comments record your stated commitment to quality of care there.

Question 1

When you made those statements to Council, were you aware that four staff at Rose Villa had been suspended from duty, as announced on the regional television that same evening? If so why did you choose not to inform council of that development?

Response

NHS Wiltshire and Wiltshire Council were aware that a staff member at Rose Villa had been suspended due to allegations made, whilst investigations were being undertaken by Bristol PCT (as lead commissioners) and the police. At this stage it was not in the public domain, so it was not appropriate to disclose this due to the continuing criminal investigations.

When these questions were first raised in August 2011, Sue Redmond met with Councillor Colmer to provide further information regarding the case.

Councillor Caswell was also offered a meeting with officers, Sue Redmond and Maggie Rae but this offer was not taken up.

Question 2

Were you also aware on July 11 that the Care Quality Commission had concerns about Rose Villa under 7 headings, including care and welfare, safeguarding from abuse and respect for residents, and that they in June and July carried out an investigation into Rose Villa, leading to the conclusion that there were 'major concerns' under those headings?

Response

NHS Wiltshire and Wiltshire Council were aware of CQC's concerns and we were working closely with the 'commissioning consortium' to ensure that all residents were safe during the ongoing investigation, and moved to alternative care.

As soon as concerns were raised Bristol PCT, as lead commissioner, put in place an interim enhanced management structure, provided by the Brandon Trust, to manage Rose Villa and ensure patient safety.

Question 3

The CQC report found that Rose Villa was not meeting more than one of the essential standards. Rose Villa was subsequently closed. What assurances can you give the Council and the public that lessons have been learnt by this Council and NHS Wiltshire about checking the quality of care homes before Wiltshire residents are placed there?

Response

The facility at Rose Villa was closed by Castlebeck, not CQC. This was because all commissioners had removed patients from Rose Villa in response to concerns raised.

When the results of these investigations are published, the recommendations will be considered further and any necessary actions implemented.

The Council and NHS Wiltshire have worked closely during this incident to ensure the safety of our patients at all times.

There is a robust commissioning process in place for Wiltshire residents, and we do continually review processes to ensure our arrangements meet patients needs and they receive the highest quality of care in a setting appropriate to those needs.

Question 4

Has he responded to the questions and criticisms put by (an individual) on behalf of the Wiltshire Domiciliary Care Association in her email of 5 October, and copied to all Councillors?

Response

Sue Redmond and I met with the individual concerned and the vice-chair of the Wiltshire Domiciliary Care Association on 14 October 2011 and agreed, and then circulated to all providers, a joint letter on 17 October 2011 (Appendix C).

Following feedback from this the HTLAH project team subsequently met with the individual you refer to and representatives of the Wiltshire Domiciliary Care Association on Friday, 28 October 2011 to discuss how agencies can continue to work with the Council and the HTLAH Providers. Action points were agreed at this meeting that we hope will enable both parties to work through the customer transfers effectively with others.

Question 5

At what stage, and why, was the number of 'preferred providers' for Wiltshire reduced from the originally advertised 12 to the eventual 4?

Response

The original advert was worded to reflect that we could award "up to" 12 contracts at the time the advert was produced, which was based on a rationale of having 4 areas with 3 providers working in each area. The project team worked with Corporate Procurement to agree the most appropriate model for delivering the contracts. One of the key innovations of this contract was to bring together responsibility for sheltered accommodation support and domiciliary care support into a single service. This could not be achieved by having multiple providers operating in a single contract area and required a provider to be responsible for a complete area.

During the Invitation to Tender process, this was explained to the successful applicants and that this would mean that up to 8 contracts could be awarded. The evaluation model was a balance between quality and cost, with quality being the highest factor. Due to the economies of scale within the bids, some providers were awarded more than one contract area. Therefore, 8 contracts have been awarded, but to 4 providers. The model had factored in the potential for multiple bids from Providers and would have not allowed a situation to occur where a single Provider was awarded all the business.

Question 6

How many providers were working with the Council in this area prior to the tendering process? How many of these were Wiltshire based? Which of four chosen providers are Wiltshire organisations and which are national?

Response

We believe there are up to 120 agencies providing support to people at home, although many of these are very small agencies with very few hours. 80% of the business was performed by 20 agencies across Wiltshire.

All 4 providers currently work in Wiltshire and have done for some time. The slight exception would be Enara / Complete Care. Complete Care were a local provider but were taken over by Enara, who are not a local provider and submitted the successful bid.

Question 7

As of 1 November how many staff had transferred in from previous providers to the four preferred providers chosen by this Council?

Response

Transfers of staff to the new providers has only taken place between the Council and the 4 Providers. 105 staff were expected to transfer, the final figure of 86 staff transferred to the new providers on 3 October 2011. The 4 providers are due to transfer staff between themselves between 1 November 2011 and 21 November 2011, to ensure customers can continue with their current care support workers.

We are still in the process of agreeing with existing providers the staff that are eligible to transfer to the new providers. We are particularly concerned to try to ensure that as many customers as possible are able to have continuity in who provides their support. To this end we are working with the existing providers to identify staff that would be eligible to transfer to the new providers under TUPE.

Question 8

In what circumstances have clients been able to remain with their existing providers?

Response

Customers who want to take up a direct payment will be able to choose which agency provides their support. We are currently expecting to complete direct payment reviews by the end of November 2011.

There are a few customers who we have agreed should continue to stay with their current provider due to their particular circumstances, e.g. end of life support or highly complex requirements.

Question 9

Given the Government's push for direct payments, is it the Council's policy to encourage clients to move to this system, and what support is now being given to them for that?

Response

The Council will always make sure customers are informed about their choices and the option to take up a direct payment. This is, and will, remain an integral part of the assessment process.

The Council funds an independent organisation to provide advice and support to customers wanting to take a direct payment. They are also helping the Council to carry out the current high demand for Direct Payment reviews.

The Council however has commissioned this service as we believe it will offer a better outcome for customers and give them a better quality of life. As such, we would encourage customers to use the service, but this will never remove their right to choose a direct payment.

Questions from Councillor Jon Hubbard
Melksham South Division

To Councillor Jane Scott, Leader of The Council

Question 1

Concerning the Membership of the Royal Overseas Club in London, paid for by Wiltshire Council, who authorised the payment?

Response

Verbal answer will be given at Full Council meeting

Question 2

How much longer will Wiltshire Council be paying for Membership of London clubs, and can we have the Council's reassurance that this will not be available for future senior managers?

Response

Verbal answer will be given at Full Council meeting

Appendices

- Appendix A – Winter funding list
- Appendix B – Urban Roads and footways
- Appendix C – Joint letter dated 17/10/11

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Carriageway Repairs and Resurfacing 2011/12

(using Winter Damage Funding)

A3102 Calne Road, Lyneham Carriageway Repairs
A3102 Goatacre to Hilmarton, Carriageway Repairs
A338 Britford, Emergency Surfacing
A338 Newton Tony
A338 Southgrove, Burbage
A338 St Thomas Roundabout North to Winterbourne Earls
A342 Nursteed To Monument Hill Carriageway Repairs
A350 East Knoyle Carriageway Repairs
A354 Swaynes Firs, Coombe Bissett Carriageway Repairs
A360 Potterne Carriageway Repairs
A360 Shrewton Village Carriageway Repairs
A4 Bath Road, Pewsey Road, Marlborough Carriageway Repairs
Avon Farm Lane, Bremhill Carriageway Repairs
B3087 Burbage to Pewsey Carriageway Repairs
B3106 Canal Road, Trowbridge Footways
Balmoral Road, Holyrood Close, Trowbridge Carriageway Repairs
Bath Road, Shaw Carriageway Repairs
British Row, Trowbridge Carriageway Repairs
C116 Marston Meysey Carriageway Repairs
C15 Bushton Carriageway Recycling
C289/C323 East Grimstead Carriageway Repairs
C71 Colerne to A420 The Shoe Carriageway Repairs
Cadley Road, Collingbourne Ducis Carriageway Repairs
Canal Road, Trowbridge Carriageway
Church Lane, Limpley Stoke Carriageway Repairs
Church Road, Biddestone
Church Street, Purton Carriageway Repairs
Clanville to Upper Seagry Carriageway Repairs
Duke Street/Church Street, Trowbridge Carriageway Repairs
East of Whiteparish Carriageway Repairs
Ford Lane, Ford
Hammond Way Roundabout, Trowbridge Carriageway Repairs
Horse Road Roundabout, Trowbridge Carriageway Repairs
Ironwork Repairs A338 Winterbourne Earls
Ironwork Repairs A350 Beanacre
Ironwork Repairs A361 County Way Trowbridge
Ironwork Repairs B3109 Bradford Leigh
Ironwork Repairs various
Kingsford Close Redlynch Carriageway Repairs
Kohat Road, Tidworth Carriageway Repairs
Longfield Gyratory, Mortimer Street, Frome Road, Trowbridge Carriageway Repairs
Manvers Street, Trowbridge Carriageway Repairs
Millford Mill Road, Salisbury Carriageway Repairs

Northgate Street/The Market Place, Devizes
Parish Steward potholes various
Park Place, Ashton Keynes Carriageway Repairs
Pembroke Road, Melksham Reconstruction Works
Phillips Way, Yarnbrook
Salisbury Road, Bulford
Sandfield, West Lavington
Sandringham Road, Trowbridge Carriageway Repairs
Shurnhold, Melksham A350 Traffic Signals
Slaughterford Village Carriageway Repairs
The Gravel, Holt
The Street, Parsonage Hill, Farley Carriageway Repairs
Trowbridge Road, Hilperton
Weston Lane, Winterslow Carriageway Repairs
White Way, Pitton Carriageway Repairs
Works Broad Hinton Footpath
Wynsome Street, Southwick Carriageway Repairs

Urban Unclassified and minor road footway and carriageway schemes 2010/11 and 2011/12
(Excludes A, B and C roads)

AREA BOARD	LOCATION	SCHEME NAME	TREATMENT TYPE
AMESBURY	LYNCHFIELD ROAD (HIGHFIELD ROAD TO LYNCHETS ROAD) AMESBURY	Reconstruction Footways 10/11 - S4 Lynchfield Road, Amesbury	Footways 10/11
AMESBURY	WINDSOR ROAD (HIGH STREET TO BULFORD ROAD) DURRINGTON	MicroAsphalt Surfacing 2011-12 (South) Windsor Road Durrington S10	Micro Asphalt 2011/12
AMESBURY	CORONATION ROAD (OFF MEAD ROAD) DURRINGTON	MicroAsphalt Surfacing and Preparation S09 Coronation Road Durrington	Micro Asphalt 2011/12
AMESBURY	PARKLAND WAY (OFF WINTERSLOW ROAD) PORTON	MicroAsphalt Patching S04 Parkland Way Porton	Micro Asphalt 2011/12
AMESBURY	CHURCH ROAD (IDMINSTON ROAD TO RAILWAY) IDMISTON	Micro Asphalt Schemes Church Road Idmiston	Micro Asphalt 10/11
AMESBURY	THE CROFT (MAIN SECTION) NEWTON TONEY	Slurry Seal Footways 10/11 - S3 The Croft, Newton Toney	Footways 10/11
BRADFORD ON AVON	BROADSTONES (C213 TO END) MONKTON FARLEIGH	MicroAsphalt Surfacing 2011-12 Broadstones Monkton Farleigh	Micro Asphalt 2011/12
BRADFORD ON AVON	ROAD INTO STATION (BRADFORD ON AVON)	Station Road Bradford on Avon Carriageway Repairs	Carriageway Repairs 2011/12
BRADFORD ON AVON	THE MIDLANDS (HOLT)	The Midlands Holt Minor Carriageway Repairs	Carriageway Repairs
BRADFORD ON AVON	BRADLEY LANE (HOLT)	MicroAsphalt Patching 2011-2012 (Central) C07 Bradley Lane Holt	Micro Asphalt 2011/12
BRADFORD ON AVON	STATION ROAD (HOLT)	Station Road Holt Minor Carriageway Repairs	Carriageway Repairs
CALNE	WESSEX CLOSE (CALNE)	Slurry Seal Footways 10/11 - E3 Wessex Close & Wyverne Avenue, Calne	Footways 10/11
CALNE	GOATACRE LANE (GOATACRE)	Goatacre Lane Hilmarton	Surface Dressing 2011/12
CALNE	MIDDLE LANE (CHERHILL)	MicroAsphalt Patching N04 Middle Lane Cherhill	Micro Asphalt 2011/12
CALNE	MAIDEN LANE (CHERHILL)	MicroAsphalt Patching N06 Maiden Lane Cherhill	Micro Asphalt 2011/12
CALNE	UPPER FARM LANE (CHERHILL)	Pre MicroAsphalt Patching N08 Park Lane Cherhill	Micro Asphalt 2011/12
CALNE	THE PIPPIN (CALNE)	MicroAsphalt Patching N10 The Pippin Calne	Micro Asphalt 2011/12
CHIPPENHAM	PIPSMORE ROAD (CHIPPENHAM)	MicroAsphalt planing N13 Allington Way Chippenham	Micro Asphalt 2011/12
CHIPPENHAM	MONKTON HILL (CHIPPENHAM)	Monkton Hill Chippenham	Surfacing Schemes 2011/12
CHIPPENHAM	GLADSTONE ROAD (CHIPPENHAM)	Gladstone Road Chippenham Carriageway Repairs	Carriageway Repairs 2011/12
CHIPPENHAM	CHURCH LANE (KINGTON LANGLEY)	Church Lane Kington Langley	Surface Dressing 10/11
CORSHAM	SOUTH STREET (POUND MEAD NORTH TO GROVE ROAD) CORSHAM	South Street Corsham - Minor Carriageway Repairs	Carriageway Repairs
CORSHAM	IVY FIELD (SOUTH OFF BENCES LANE) CORSHAM	Ivy Field Corsham - Minor Carriageway Repairs	Carriageway Repairs
CORSHAM	CORSHAM ROAD (OFF THE MAIN ROAD) LACOCK	Corsham Road Estate Corsham Minor Carriageway Repairs	Carriageway Repairs
CORSHAM	BEWLEY LANE (C155 BEWLEY COMMON NORTH TO 30 MPH) LACOCK	Bewley Lane Lacock	Carriageway Repairs 2011/12
DEVIZES	RUTTS LANE (WEST LAVINGTON)	Rutts Lane West Lavington Surface Dressing	Surface Dressing 2011/12
DEVIZES	FIDDINGTON CLAY (MARKET LAVINGTON)	Micro Asphalt Schemes Fiddington LCay Market Lavington	Micro Asphalt 10/11
DEVIZES	HAMILTON DRIVE (MARKET LAVINGTON)	Micro Asphalt Schemes Hamilton Drive Market Lavington	Micro Asphalt 10/11
DEVIZES	SOUTH CLIFFE ROAD (MARKET LAVINGTON)	Micro Asphalt schemes Southcliffe Road Market Lavington	Micro Asphalt 10/11
DEVIZES	YEOMAN CLOSE (MARKET LAVINGTON)	Micro Asphalt Schemes Yeoman Close Market Lavington	Micro Asphalt 10/11
DEVIZES	MELROSE CLOSE (MARKET LAVINGTON)	Micro Asphalt Schemes Melrose close Market Lavington	Micro Asphalt 10/11
DEVIZES	WHITE STREET/LAVINGTON HILL (B3098 TO 30MPH) MARKET LAVINGTON	Micro Asphalt Schemes White Street Market Lavington	Micro Asphalt 10/11
DEVIZES	OAK LANE (EASTERTON)	MicroAsphalt Patching 2011-2012 (Central) C13 Oak Lane Easterton	Micro Asphalt 2011/12
DEVIZES	STIRLING ROAD (MARKET LAVINGTON)	Micro Asphalt Schemes Stirling Road Market Lavington	Micro Asphalt 10/11

Urban Unclassified and minor road footway and carriageway schemes 2010/11 and 2011/12
(Excludes A, B and C roads)

AREA BOARD	LOCATION	SCHEME NAME	TREATMENT TYPE
DEVIZES	LYNCHETT CLOSE (MARKET LAVINGTON)	Micro Asphalt Schemes Lynchett Close Market Lavington	Micro Asphalt 10/11
DEVIZES	THE PADDOCK (MARKET LAVINGTON)	Micro Asphalt Schemes The Paddock Market Lavington	Micro Asphalt 10/11
DEVIZES	HIGH STREET (B3098 NORTH AND WEST TO C253 THE GREEN) URCHFONT	High Street Urchfont Carriageway Repairs	Patching 10/11
DEVIZES	FRIARS LANE (EAST OFF HIGH STREET TO MARSH LANE) URCHFONT	The Bottom Urchfont Minor Carriageway Repairs	Carriageway Repairs
DEVIZES	GREEN LANE (BYWAY 4) GREAT CHEVERELL	Green Lane Great Cheverell Carriageway Repairs	Patching 10/11
DEVIZES	AVON ROAD (A361 TO T JUNCTION) DEVIZES	MicroAsphalt Patching 2011-2012 (Central) C05 Avon Road Devizes	Micro Asphalt 2011/12
MALMESBURY	POOL GARSTONS ROAD (MALMESBURY)	Slurry Seal Footways 10/11 - Pool Gastons Road, Malmesbury	Footways 10/11
MALMESBURY	OLD ALEXANDER ROAD (MALMESBURY)	Old Alexander Road Malmesbury - minor Carriageway Repairs	Carriageway Repairs
MALMESBURY	PARKLANDS (SPINE SOUTH WEST TO H/H T JUNCTION) MALMESBURY	Parklands Malmesbury Minor Carriageway Repairs	Carriageway Repairs
MALMESBURY	BURNHAM ROAD (MALMESBURY)	St Aldhelms Road Malmesbury Minor Carriageway Repairs	Carriageway Repairs
MALMESBURY	ESTATE ROAD (OFF B4014) MALMEBURY	Reeds Farm Road Malmesbury - Minor Carriageway Repairs	Carriageway Repairs
MALMESBURY	OLIVE MEAD LANE (EAST OFF THE GREEN) DAUNTSEY	Retread Schemes RT007 Olivemead Lane, Dauntsey	Retread 10/11
MARLBOROUGH	COLLEGE FIELDS (HAWKINS MEADOW EAST TO A4) MARLBOROUGH	College Fields Marlborough - Minor Carriageway Repairs	Carriageway Repairs
MARLBOROUGH	BACK LANE (RAMSBURY)	Back Lane Ramsbury Carriageway Repairs	Carriageway Repairs 2011/12
MARLBROUGH	ECKARDS LANE (C38 SOUTH EAST TO RYLES LANE) LOCKERIDGE	Retread Schemes RT001 - Eckards Lane, Lockeridge	Retread 10/11
MELKSHAM	BROOKFIELD RISE (L SHAPE) WHITLEY	Slurry Seal Footways 10/11 - W2 Brookfield Rise, Whitley	Footways 10/11
MELKSHAM	GRANGE CLOSE (WHITLEY)	Slurry Seal Footways 10/11 - W4 Grange Close, Whitley	Footways 10/11
MELKSHAM	SOUTHBROOK ROAD (MELKSHAM)	Slurry Seal Footways 10/11 - W5 Southbrook Road, Melksham	Footways 10/11
MELKSHAM	BERRYFIELD LANE (T JUNCTION AT NO 612 NORTHEAST TO A350) MELKSHAM	Retread Schemes RT009 Berryfields Lane - Melksham	Retread 10/11
MELKSHAM	RADNOR PLACE (SOUTH OFF LONGFORD ROAD) MELKSHAM	Radnor Place Melksham Carriageway Repairs	Carriageway Repairs 2011/12
MELKSHAM	BARNES WALLIS CLOSE (SOUTH OFF MITCHELL DRIVE) MELKSHAM	Micro Asphalt Schemes Barnes Wallis Close Bowerhill	Micro Asphalt 10/11
MELKSHAM	SUNDERLAND CLOSE (MITCHELL DRIVE NORTH TO T JUNCTION) MELKSHAM	Micro Asphalt Schemes Sunderland Close Bowerhill	Micro Asphalt 10/11
MELKSHAM	SPUR OFF C382 SPA ROAD ALSO SPA ROAD (MELKSHAM)	MicroAsplalt Surfacing 2011-2012 The Spa Melksham	Micro Asphalt 2011/12
MELKSHAM	ELM CLOSE (HALIFAX ROAD NORTH TO T JUNCTION) MELKSHAM	Micro Asphalt Schemes Elm Close Bowerhill	Micro Asphalt 10/11
MELKSHAM	DOWDING WAY (EAST OFF HALIFAX ROAD) MELKSHAM	Micro Asphalt Schemes Dowding Way Bowerhill	Micro Asphalt 10/11
MELKSHAM	TOWER ROAD (WEST OFF BLACKMORE ROAD) MELKSHAM	Blackmore Road Melksham Minor Carriageway Repairs	Carriageway Repairs
PEWSEY	WATSON CLOSE (AVON SQUARE TO T JUNCTION HOUSE 55) UPAVON	Micro Asphalt Schemes Avon Square inc Watson Close upavon	Micro Asphalt 10/11
PEWSEY	CHAPEL LANE (JARVIS STREET SOUTH TO A342) UPAVON	MicrAsphalt Patching 2011-2012 (Central) C17 Chapel Lane Upavon	Micro Asphalt 2011/12
PEWSEY	BROADFIELDS (PEWSEY)	Slurry Seal Footways 10/11 - E4 Broadfields Pewsey	Footways 10/11
PEWSEY	THE CRESCENT (PEWSEY)	The Crescent Pewsey Minor Carriageway Repairs	Carriageway Repairs
PEWSEY	BUCKLEAZE LANE (PEWSEY)	Railbridge signing 2011, various sites	Replace signs on rail bridges
PEWSEY	THE NEW SEVERALLS (MILTON LILBOURNE)	Reconstruction Footways - The New Severalls, Milton Lilbourne	Footways 2011/12
PEWSEY	THE STREET (B3087 TO 30 MPH) MILTON LILBOURNE	The Street Milton Lilbourne Retreat 2011 2012	Retread 2011/12
ROYAL WOOTTON BASSETT & CRICKLADE	POUND CLOSE (LYNEHAM)	Micro Asphalt Schemes Pound LCose Lyneham	Micro Asphalt 10/11
ROYAL WOOTTON BASSETT & CRICKLADE	POLICE STATION ROAD (ROYAL WOOTTON BASSETT)	MicroAsphalt Surfacing 2011-2012 (North) Police Station Lane Wootton Bassett	Micro Asphalt 2011/12

Urban Unclassified and minor road footway and carriageway schemes 2010/11 and 2011/12
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AREA BOARD	LOCATION	SCHEME NAME	TREATMENT TYPE
ROYAL WOOTTON BASSETT & CRICKLADE	SHERIDAN DRIVE (ROYAL WOOTTON BASSETT)	Micro Asphalt Schemes Sheridan Road Wootton Bassett	Micro Asphalt 10/11
ROYAL WOOTTON BASSETT & CRICKLADE	TENNYSON ROAD (ROYAL WOOTTON BASSETT)	Micro Asphalt Schemes Tennyson Road Wootton Bassett	Micro Asphalt 10/11
ROYAL WOOTTON BASSETT & CRICKLADE	GREEN HILL LANE (GREEN HILL)	Carriageway Repairs Greenhill Wootton Bassett	Patching 10/11
ROYAL WOOTTON BASSETT & CRICKLADE	RINGSBURY CLOSE (DOGRIDGE)	Slurry Seal Footways 10/11 - N1 Ringsbury Close, Purton	Footways 10/11
ROYAL WOOTTON BASSETT & CRICKLADE	THE HYDE (PURTON)	MicroAsphalt Patching N09 The Hyde Purton	Micro Asphalt 2011/12
SALISBURY	PEMBROKE ROAD (QUEEN ALEXANDRA TO WOODSIDE ROAD) SALISBURY	Pembroke Road Bemerton Heath Salisbury Minor Carriageway Repairs	Carriageway Repairs
SALISBURY	ROBERTS ROAD (ROMAN ROAD NW TO QUEEN ALEXANDRA ROAD) SALISBURY	Roberts Rd, Salisbury - Minor Carriageway Repairs	Carriageway Repairs
SALISBURY	RAWLENCE ROAD (WESTWOOD ROAD TO PINWOOD WAY) SALISBURY	Rawlence Road Salisbury Carriageway Repairs	Carriageway Repairs 2011/12
SALISBURY	FINCHLEY ROAD (NORTH OFF WILTON ROAD) SALISBURY	Slurry Seal Footways 10/11 - S4 Finchley Road, Salisbury	Footways 10/11
SALISBURY	OLD BLANDFORD ROAD (A3094 HARNHAM ROAD TO 30 MPH LIMIT) SALISBURY	Francis Way, Harnham - Minor Carriageway Repairs	Carriageway Repairs
SALISBURY	FRANCIS WAY/CECIL AVENUE SALISBURY	Recon Footway 11/12 - Francis Way & Cecil Avenue, Salisbury	Footways 2011/12
SALISBURY	CARMELITE WAY (EXETER STREET TO END) SALISBURY	Micro Patching S01 Carmelite Way and Friary Salisbury	Micro Asphalt 2011/12
SALISBURY	SALT LANE (GREENCROFT STREET WEST TO ENDLESS STREET) SALISBURY	Salt Lane Salisbury Carriageway Repairs	Patching 10/11
SALISBURY	QUEENSBERRY ROAD (OFF CASTLE ROAD) SALISBURY	Queensberry Rd, Salisbury - Minor Carriageway Repairs	Carriageway Repairs
SALISBURY	CAMBRIDGE ROAD (DORSET ROAD TO SOMERSET ROAD) SALISBURY	Cambridge Road Salisbury Minor Carriageway Repairs	Carriageway Repairs
SALISBURY	MANOR ROAD (WAIN-A-LONG ROAD TO KELSEY ROAD) SALISBURY	Manor Road, Salisbury - Carriageway Repairs	Patching 10/11
SALISBURY	JEWELL CLOSE/WOODVILLE ROAD (SALISBURY)	Micro Asphalt Schemes Jewell Close & Spurs Salisbury	Micro Asphalt 10/11
SOUTH WEST WILTSHIRE	WHITEMARSH (OFF SHAFTESBURY ROAD) MERE	Micro Asphalt Schemes Whitemarsh Estate - Mere	Micro Asphalt 10/11
SOUTH WEST WILTSHIRE	STOP STREET (30MPH NORTH TO STOP FARM) FONTHILL GIFFORD	Stop Street Fonthill Gifford	Surface Dressing 10/11
SOUTH WEST WILTSHIRE	UNION ROAD/CHURCH STREET TISBURY	Church Street Union Hill Tisbury	Surface Dressing 10/11
SOUTHERN WILTSHIRE	WICK LANE (40 MPH LIMIT WEST TO BOTLEYS FARM) DOWNTON	Wick Lane Downton	Surface Dressing 10/11
SOUTHERN WILTSHIRE	SAXON LEAS (3RD SPUR RIGHT) WEST WINTERSLOW	Saxon Leas, Winterslow - Carriageway Repairs	Patching 10/11
SOUTHERN WILTSHIRE	THE CAUSEWAY (EAST OFF MIDDLETON ROAD) MIDDLE WINTERSLOW	The Causeway Winterslow Retread 2011-2012	Retread 2011/12
SOUTHWEST WILTSHIRE	KINGSBURY SQUARE (NORTH WEST AND SOUTH WEST TO SILVER STREET) WILTON	Wilton Market Square Minor Carriageway Repairs	Carriageway Repairs
TIDWORTH	BUTTS CLOSE (NORTH OFF A342) LUDGERSHALL	Recon Footways - Butt Close, Ludgershall	Footways 2011/12
TROWBRIDGE	LITTLE COMMON (WILLOW GROVE) NORTH BRADLEY	Little Common North Bradley Minor Carriageway Repairs	Carriageway Repairs
TROWBRIDGE	COLLEGE ROAD (SPINE) TROWBRIDGE	College Road Trowbridge Carriageway Repairs	Patching 10/11
TROWBRIDGE	SILVER STREET LANE (A36 TO MARSTON ROAD) TROWBRIDGE	Reconstruction Footways 10/11 - W4 Silver Street Lane, Trowbridge	Footways 10/11
TROWBRIDGE	SILVER STREET LANE (MARSTON ROAD TO A363) TROWBRIDGE	Silver St, Trowbridge - Ironwork Solutions	Iron Work Solutions 10/11
TROWBRIDGE	CHURCHLANDS (CHURCH LANE TO T) NORTH BRADLEY	MicroAsphalt Surfacing 2011-2012 (Central) Churchlands North Bradley	Micro Asphalt 2011/12
TROWBRIDGE	COLLEGE GARDENS (NORTH BRADLEY)	MicroAsphalt Patching 2011-2012 (Central) C10 College Gardens North Bradley	Micro Asphalt 2011/12
TROWBRIDGE	ST THOMAS ROAD (TIMBRELL ST E TO VICTORIA RD) TROWBRIDGE	Union Street Trowbridge	Patching 10/11
TROWBRIDGE	HARFORD STREET (TROWBRIDGE)	Alma Street Trowbridge Carriageway Repairs	Patching 10/11
TROWBRIDGE	DOWNSIDE PARK (WYKE TO CEMETERY) TROWBRIDGE	MicroAsphalt Patching 2011-2012 (Central) C15 Downside Park Trowbridge	Micro Asphalt 2011/12

Urban Unclassified and minor road footway and carriageway schemes 2010/11 and 2011/12
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AREA BOARD	LOCATION	SCHEME NAME	TREATMENT TYPE
TROWBRIDGE	PRINCESS GARDENS (ST MARYS GDNS TO END) HILPERTON	Reconstruction Footways 10/11 - Princess Gardens, Hilperton	Footways 10/11
TROWBRIDGE	PRINCESS GARDENS (ST MARYS GDNS TO END) HILPERTON	Reconstruction Footways 2011/2012 C1 Princess Gardens Hilperton	Footways 2011/12
TROWBRIDGE	WYKE ROAD (HILPERTON)	Wyke Road Hilperton Minor Carriageway Repairs	Carriageway Repairs
WARMINSTER	COURT LANE (C275 NORTH AND SOUTH EAST TO LYES GREEN) CORSLEY	Lyes Green Corsley Minor Carriageway Repairs	Carriageway Repairs
WARMINSTER	BROXBURN ROAD (MASEFIELD ROAD TO ST ANDREWS ROAD) WARMINSTER	Broxburn Road Warminster Carriageway Repairs	Carriageway Repairs 2011/12
WARMINSTER	FOLLY LANE (THORNHILL ROAD TO FOLLEY FARM) WARMINSTER	Folly Lane Warminster Minor Carriageway Repairs	Carriageway Repairs
WARMINSTER	CHERRY ORCHARD (CODFORD)	Slurry Seal Footways 10/11 - W1 Cherry Orchard, Codford	Footways 10/11
WARMINSTER	OXYARD (CODFORD)	Slurry Seal Footways 10/11 - W3 Oxyard, Codford	Footways 10/11
WESTBURY	PETTICOAT LANE (DILTON MARSH)	MicroAsphalt Patching 2011-2012 (Central) C08 Petticoat Lane & Silver Street Dilton Mar	Micro Asphalt 2011/12
WESTBURY	MEADOW LANE (STATION ROAD TO FROGMORE ROAD) WESTBURY	Meadow Lane Westbury - Minor Carriageway Repairs	Carriageway Repairs
WESTBURY	OLDFIELD PARK (T JUNCTION SOUTH EAST TO END) WESTBURY	MicroAsphalt Surfacing 2011-2012 (Central) Oldfield Park Westbury	Micro Asphalt 2011/12
WESTBURY	OLDFIELD ROAD (STATION ROAD SOUTH WEST TO MANE WAY) WESTBURY	Oldfield Road Westbury Minor Carriageway Repairs	Carriageway Repairs
WESTBURY	SLAG LANE (THE HAM NORTH EAST TO HAWKERIDGE ROAD) WESTBURY	Slag Lane Westbury - Minor Carriageway repairs	Carriageway Repairs
WESTBURY	STORRIDGE ROAD (C7 THE HAM NORTH WEST) WESTBURY	Storrige Road Westbury Carriageway Repairs	Surfacing Schemes 10/11
WESTBURY	HAWKERIDGE VILLAGE ROAD (HEYWOOD)	MicroAsphalt Patching 2011-2012 (Central) C12 Hawkeridge Village Road	Micro Asphalt 2011/12
WESTBURY	WELLHEAD LANE (SOUTH EAST OFF A350) WESTBURY	Wellhead Lane Westbury - Minor Carriageway Repairs	Carriageway Repairs
WESTBURY	FIELD CLOSE (MEADOW LANE SOUTH TO END) WESTBURY	Field Close Westbury - minor Carriageway Repairs	Carriageway Repairs
WESTBURY	CARPENTERS LANE (BRATTON)	Carpenters Lane Bratton - Minor Carriageway Repairs	Carriageway Repairs
WESTBURY	IMBER ROAD (CHURCH ROAD TO 30 MPH) BRATTON	Imber Road Bratton	Surface Dressing 2011/12
WESTBURY	INMEAD (LOWER ROAD NORTH WEST TO END) EDINGTON	MicroAsphalt Patching 2011-2012 (Central) C16 Inmead Edington	Micro Asphalt 2011/12

Appendix C

Joint Letter to Providers

17 October 2011

Dear Sir or Madam,

We met with the Domiciliary Care Providers Association last week and have agreed with them and the lead providers, the next steps to be taken in implementing the Help to Live at Home contracts.

We heard from the Association the importance of agencies having detailed information about which customers will be transferring and who will not be. This will enable all concerned to plan for these changes.

To this end, please find attached a list of the customers who will be transferring to the Help to Live at Home providers between now and the 30th November 2011, this is a formal notification of our intentions.

The list is broken down into 4 groups:

1. Those customers who will transfer
2. Customers who have indicated that they may want a Direct Payment, but until this is confirmed will transfer.
3. Customers who have clearly stated their intention to have a direct payment who will remain with their existing provider until an assessment is undertaken
4. Customer considered as "exceptions" until their next review and who will continue with their current provider.

We have agreed with the Association that it is important to ensure as far as possible, that customers have continuity in their care workers. We believe that the attached lists will enable providers to consider the TUPE transfer of some of your staff. As far as possible we are keen for customers to be able to retain their current carers. Therefore, staff who may have rights under TUPE must be given sufficient time to allow for meaningful discussions with the HTLAH providers, to ensure they are properly informed. Good practice would require you to consider how these staff have been deployed over the past 2-3 months, not just how you deploy them currently. The fact that some staff have zero hour contracts would not exclude them for consideration for any TUPE transfers. We would encourage you to start consultation as soon as possible with your staff and Help to Live at Home Providers. The lead providers have HR staff who are able to advise and support on these matters should this be required.

PEOPLE CONSIDERING A DIRECT PAYMENT:

We know that a number of people want to consider a direct payment. This information has either been passed to us by existing Providers or as a response to the letters we sent. It is important to state that although a customer may request a direct payment, until they have been assessed, it cannot be assumed they will be given a direct payment. The purpose of the assessment will be to determine if the customer is eligible and will be able to manage all the responsibilities of a direct payment. Before completing an assessment it is clear from customers that many need more information about what having a direct payment means. The Association felt strongly that an independent organisation should help people with information and advice and we agree, so we have commissioned the Wiltshire Centre for Independent Living (CIL). CIL will run some meetings for families interested in knowing more, produce some fact sheets and visit customers. During this time it has been agreed

with the Association that these customers should transfer and therefore are identified on this list.

PEOPLE WHO HAVE DECIDED THEY WANT A DIRECT PAYMENT:

We agreed with the WDCPA that direct payments are not appropriate for people who just want to retain their existing care agency. However, some people have clearly indicated their intentions to have a direct payment. We will be contacting them shortly to arrange an appointment. These customers are identified on the list.

To reflect the award of these contracts the Direct Payment rate for those using a direct payment to employ a care agency, has been reviewed and the new rates, **with immediate effect**, will be:

£14.85 in all parts of the County except postcodes in contract areas South 2 and West 2 (BA12, SP7, SP3, SP5) where the rate will be: £15.50. These rates will be inclusive and part hours will be pro rata.

This will apply to everyone who takes up a direct payment to employ a care agency from this week. (Existing customers with a direct payment which they are using to employ a care agency will have their rates reviewed when their care is reviewed).

PEOPLE IDENTIFIED AS "EXCEPTIONS":

Some customers have sensitive issues and we would not look to move them at this stage. This decision will be considered at their next review to allow for all aspects to be considered. These customers have been viewed as exceptions to the transfer and will therefore continue to be supported by their existing providers.

The list will therefore change and be updated as customer direct payment requests are processed. We would ask you to therefore consider the TUPE implications for staff supporting people within the first 3 groups, until such time as direct payment requests have been confirmed.

To make this transitional period work with minimal distress being caused to customers and staff, the WDCPA, lead providers and the Council have agreed that we are all responsible for clear communications to customers and between all of us from now on. We have agreed together to make every effort to resolve difficulties between ourselves quickly using evidence based examples of any difficulties that have arisen. We have agreed to be open about resolving problems and to make every effort to resolve issues quickly together. Nicola Gregson will be the contact person for the Council if you have any issues or concerns.

The Council, WDCPA and lead providers have agreed to work very closely to ensure that customers understand how their particular support arrangements could be affected and to ensure that your staff understand how these changes could impact on them.

We believe that in taking this approach and in working together will be of benefit to all concerned.

Yours sincerely,

Sue Redmond, Corporate Director
Anne-Marie Perry, Chairperson, Wiltshire Domiciliary Care Provider Association
Francis Barrett, Chairperson, Wiltshire Domiciliary Care Provider Association
Susan Holmes, Aster Group (Ridgeway)
Sue Dyer (Leonard Cheshire Disability)
Carl Hughes (Enara Complete Care)
Mark Deadman (Somerset Care)

Appendix 2

Communications sent to Wiltshire Councillors

Area Board presentations delivered

Date	Location
14 July 2011	Salisbury
18 July 2011	Tidworth
21 July 2011	Amesbury
24 Aug 2011	South West Wilts
07 Sept 2011	Malmesbury
20 Oct 2011	Corsham
01 Nov 2011	Marlborough

15 June 2011 - Area Board Chairman's announcement – sent for inclusion on all Area Board agendas

The Council has been working with the NHS and residents of Wiltshire on a major review of the services that are available to older and vulnerable people living in the county. This is called 'Help to live at Home'. The review aims to improve the experiences of vulnerable adults and carers who require support, whilst ensuring that the changes are sustainable in the future. This is an exciting time to really make a difference to the lives of people in Wiltshire.

We aim to provide an improved service to an increasing number of vulnerable people by:

- Bringing together a variety of separate services into one so that a single service is able to meet a wider range of needs. The sort of services we are including in this are personal care in the home, housing support and other services that support people in their homes.
- Ensuring these services focus on helping people learn or re-learn skills they may have lost as a result of illness, or another event that has resulted in them losing confidence and needing some help.
- Making even better use of the wide range of community services that there are in Wiltshire.
- Making sure these services are focused on doing what people want and helping people to live independent and fulfilling lives.
- Supporting sheltered accommodation schemes.

As a result of this review –

- Services to older and vulnerable people in Wiltshire will be improved with more people able to access help to help themselves through the provision of information, advice and support from within the wider community and less people dependent upon help from the Council.
- More people will be able to remain in their own homes with an improved quality of life
- Less people will require help for long periods of time – more people will be helped to become independent more quickly.
- People who need support will receive it at whatever time of the day or night
- People will receive the right help, at the right time, in the right place.

2011-06-15 HTL@H

Elected Wire publications

Date	Purpose
13 May 2011	Transforming services in Children's and Adult services
24 Jun 2011	Letters to customers
12 Aug 2011	Care providers announcement
19 Aug 2011	Help to Live at Home – Care providers
23 Sept 2011	HTLAH update

12 August 2011 – Care providers announcement

The council is delighted to announce the appointment of Leonard Cheshire, Somerset Care at Home, Ridgeway and Complete Care as the new Help to Live at Home care provider organisations for Wiltshire. These organisations have been appointed following a stringent selection process which ensured that the council and NHS have selected providers able to deliver really excellent care and support to the people of Wiltshire.

These Providers will offer care in:

East Wiltshire - Ridgeway Care Services & Leonard Cheshire Disability
South Wiltshire - Ridgeway Care Services
West Wiltshire - Complete Care & Somerset Care
North Wiltshire - Leonard Cheshire Disability & Complete Care

The Help to Live at Home service is the first of many that the council and NHS have been working together to develop and improve the services people receive, enabling them to stay in their own homes.

From 11 August Wiltshire Council will inform customers, who are currently receiving domiciliary care, by letter of the changes (if any) to their Care Providers. The letter will assure them that there will be no changes to their current care plans without prior consultation with both themselves and their families.

As councillors we are aware that your constituents may raise this subject with yourself. Further information regarding the Help to Live at Home project is available on both the Wiltshire Council Wire and Wiltshire website. Both sites will be kept updated with information such as frequently asked questions and general progress as the programme moves towards its launch on Thursday 1 September. There is also an established helpline number 01225 712553, available from 9am to 5pm, Monday to Friday to answer any queries you, or your constituents may have regarding the service.

23 September 2011 – HTL@H update

Things are progressing well with the Help to Live at Home service. Customers receiving this service were initially contacted regarding their change of care provider and are being contacted again to confirm that one of the Help to Live at Home provider companies will be in contact to arrange meetings to discuss their individual care requirements, clarify any queries the customers may have and to discuss the benefits of Help to Live at Home.

A number of enquiries have been received from customers regarding the direct payments system. These customers will receive information on the proposed provider visits, as well as

details of the direct payment application criteria and requirements, offering clarity prior to them making a decision regarding their care and support.

Customers within sheltered accommodation are being introduced to the Help to Live at Home service within their accommodation units, meetings are currently being co-ordinated. Wiltshire Council are communicating with tenants forums and working closely with the landlords to ensure this is as smooth a process as possible for those involved.

Member's sessions are being hosted to update members on the progression of this service as we move through the implementation stage. The next session is on 3 October in Bourne Hill, Salisbury from 7-9pm. If you would like to attend, or receive briefing papers of this session please contact dee.horscroft@wiltshire.gov.uk.

There is now a dedicated helpline to answer customer queries regarding Help to Live at Home on 01225 712553.

October 2011 – Councillors' Briefing Note

Department: Department Community Services	Further Enquiries to: Sue Redmond
Date Prepared: October 2011	Direct Line: (01225) 713901

This briefing note is being re-issued following the completion of the Help to Live at Home Members Session in Salisbury, Bourne Hill on Monday the 3rd of October.

Help to Live at Home

Care and Support Services now called Help to Live at Home service:

Following an extensive tendering exercise during which all existing organizations were invited to participate, Wiltshire Council and the NHS have selected four organisations to deliver domiciliary care, Reablement, preventive services and support to people living in sheltered housing..

These organisations were selected on the basis of the quality they offered, with only those whose bids scored in excess of 60% going through for financial evaluation. Only one other company, apart from those selected, exceeded this 60% quality threshold.

These organisations have all provided care to Wiltshire Council customers previously, and have a locally based workforce.

Why is Help to Live at Home different?

Help to Live at Home is a new type of service that is based on goals (outcomes) achieved for customers rather than care hours delivered. This means that the customer can decide what they would like the care worker to do to help them meet those goals, and the Help to Live at Home provider will only get paid if they meet those goals.

The other big difference about Help to Live at Home is that instead of different organizations providing different services, one organization will be able to provide a whole range of services, thereby making it easier for the customer to get the help they need when they need it.

What is the benefit to the customer?

With Help to Live at Home customers will have far greater choice about the services that they receive, they will be in control of that service. We know from the extensive consultation

we have undertaken that it was more important that they got the right service and the right time, they were offered choice. In fact people told us they felt there was too much choice.

This service has been designed working with, and for customers coming to the Council for the first time and those already supported by the Council.

What has been communicated to customers to date?

Wiltshire Council have written to customers to explain to them what these changes will mean to them.. We are aware that any communication can result in anxiety and concerns and have set up a Help to Live at Home helpline, able to respond to any concerns and answer questions from customers, customer's family members or advocates.

What if people do not want to change care providers?

For some people it is important that they retain their current care worker, this is often more important to people than the organisation that provides the care. The Council is working with all the care organisations to minimise these changes. Some staff will be able to transfer to the newly appointed organisations under the Transfer of Undertaking for the Protection of Employment legislation.

An alternative for some people might be a direct payment. This would mean that they would be assessed as to their suitability for direct payments and a member of the Council adult care team would visit them to talk through this option. However, managing a direct payment involves more than just receiving money from the Council and purchasing care. A direct payment involves the customer taking responsibility for managing their care, accounting for the expenditure and in some cases becoming an employer. We are concerned that direct payments are being promoted by some care companies in a manner which is not entirely accurate.

The rate for a direct payment will be adjusted following the tender. The legislation requires the Council to set the rate equivalent to our estimate of the reasonable cost of securing the provision of the service concerned. The award of the Help to Live at Home contracts will result in a reduction to the current rate.

A list of those people who have indicated that they wish to be considered for a direct payment is in place and we will be contacting these people in the coming weeks. In the meantime, their care will continue.

Impact on care staff:

The legislation around TUPE is very clear and the Help to Live at home providers have ensured they have obtained appropriate advice from HR professionals before making this judgement. One of our core objectives from the outset of this work is to improve the working conditions for care staff and for these staff to be employed on a salaried rather than hourly basis, offering employment security. The priority for Help to Live at Home is to protect the workforce and ensure committed and able staff, continue to provide the service and feel valued.

Wiltshire Council have visited customers which will then be followed by providers receiving a list of customers who will be transferring. This will enable providers to ascertain a legal view as to whether TUPE applies or not.

The TUPE process is ongoing.

Transfer of information:

The Help to Live at Home organisations have been contacting customers identified by Wiltshire Council and NHS. With approximately 1000 people needing to be contacted this is being managed very carefully. In a small number of cases, it will be agreed that it is not

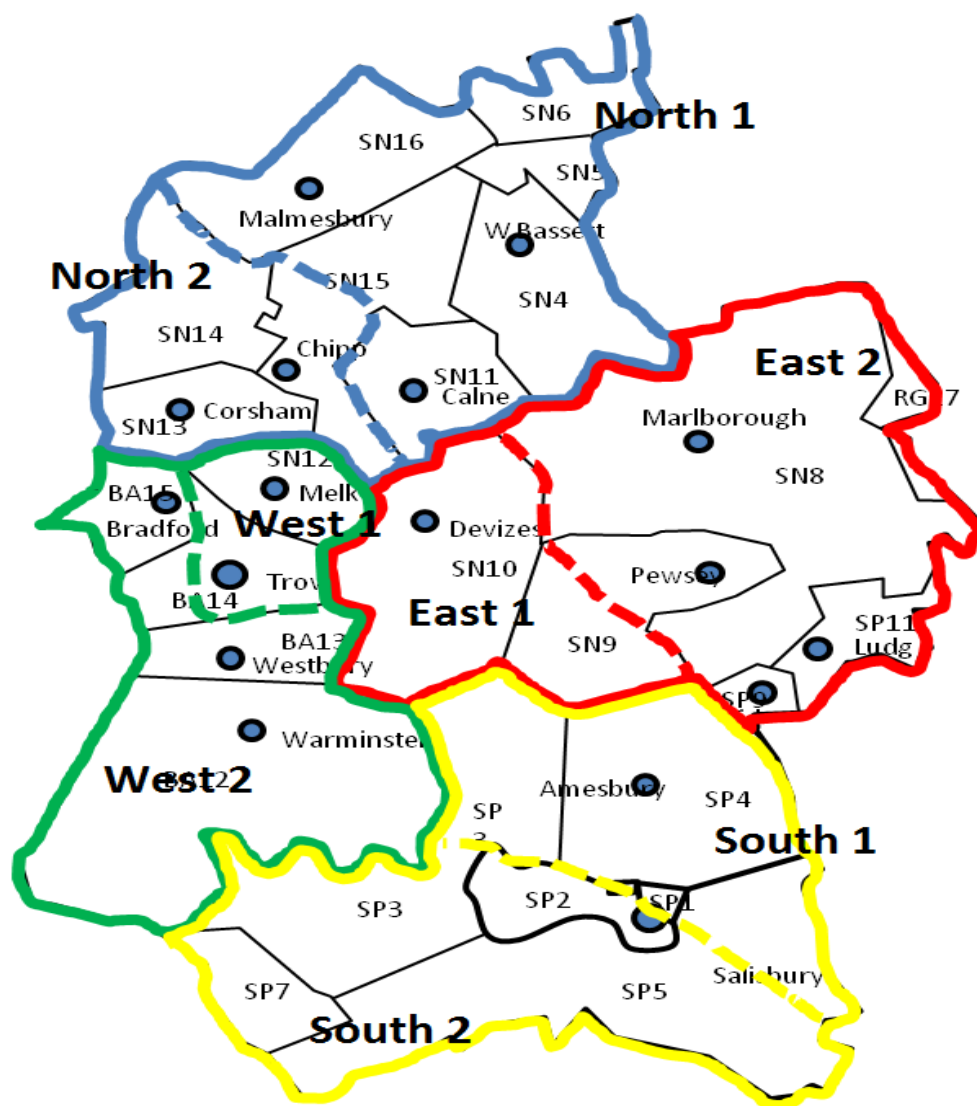
appropriate for someone to change care provider and that their needs are best met remaining with their current company.

Information sharing:

Staff from the The Help to Live at Home project are available to answer any queries regarding the service and have attended a number meetings to present the service and explain the reason for implementing Help to Live at Home, the benefits to the customers and the Council.

Any issues about particular customers or Wiltshire Council staff will be addressed immediately, as soon as full details of the issue is received.

Help to Live at Home Providers Allocated Areas



	E1	SN10, SN9 6	Ridgeway Care
	E2	SN8, SP11, SP9, SN9 5, RG17	Leonard Cheshire Disability
	N1	SN11, SN15 4, SN16, SN4, SN5, SN6	Leonard Cheshire Disability
	N2	SN13, SN14, SN15	Complete Care Services
	S1	SP1, SP3 4, SP4, SP5 4 & 5	Ridgeway Care

	S2	SP2, SP3 5 & 6, SP5 2 & 3, SP7	Ridgeway Care
	W1	BA14, SN12	Complete Care Services
	W2	BA12, BA13, BA14 9, BA15	Somerset Care at Home

Members' briefings

Date	Location	Purpose
31 Jan 2011	Trowbridge – County Hall	Initial briefing
19 Sept 2011	Chippenham – Monkton Park	Update on progress
03 Oct 2011	Salisbury – Town Hall	Update on progress

AUDIT

DRAFT MINUTES OF THE AUDIT MEETING HELD ON 28 SEPTEMBER 2011 AT COUNCIL CHAMBER - COUNCIL OFFICES, BRADLEY ROAD, TROWBRIDGE, BA14 0RD.

Present:

Cllr Richard Britton, Cllr Nigel Carter, Cllr Chris Caswill, Cllr Peter Doyle, Cllr George Jeans, Cllr David Jenkins, Cllr Jacqui Lay, Cllr Alan Macrae, Cllr Helen Osborn, Cllr Sheila Parker (Vice Chairman) and Cllr Roy While (Chairman)

Also Present:

Cllr John Brady and Cllr Jane Scott OBE

40. **Apologies**

Apologies were received from Cllrs Julian Johnson, Bridget Wayman and Alan Macrae who would attend at the latter half of the meeting.

41. **Chairman's Announcements**

The Chairman welcomed all those present, including members from KPMG, the Finance team, and Corporate Directors.

The Chairman indicated that he expected the meeting to be lengthy due to the content of the agenda.

42. **Minutes of the Previous Meeting**

The minutes of the last meeting held on the 29 June 2011 were presented.

Resolved

To approve as a correct record and sign the minutes of the meeting held 29 June 2011.

43. **Members' Interests**

There were no declarations of interest.

44. **Public Participation and Committee Members' Questions**

There was no public participation.

45. **Annual Governance Statement**

The Director of Law and Governance, Ian Gibbons, outlined the changes that had been made since the Audit Committee considered the draft Annual Governance Statement (AGS) on 29 June 2011. He informed the Committee that the AGS had been presented to both the Standards Committee and Cabinet on 20 July and 13 September 2011, respectively and to KPMG the Council's external auditors. The AGS has been revised to reflect the comments made by these.

The Director of Law and Governance confirmed that KPMG had confirmed that the AGS conformed to CIPFA guidance.

Resolved

To approve the Annual Governance Statement 2010/11 for publication with the Statement of Accounts.

46. **Report to those Charged with Governance**

The Chairman drew the Committees attention to the report, in particular the Accounts production and audit process (page 24 of the agenda refers) KPMG stated 'The quality of the accounts and the supporting working papers provided to us were excellent'.

The Chief Finance Officer explained that this had been a challenging year, whilst coping with a management restructure and transition to IFRS which has resulted in additional work for both the finance team and KPMG. He thanked KPMG for the report and the comments within that he agreed with.

Chris Wilson, Partner, KPMG, led the Committee through the salient points of the report, of note were;

- Issuing an unqualified audit opinion
- Audit adjustments were made but these were technical adjustments, presentational points
- Implementation of IFRS had been challenging, the Council had dealt with these issues appropriately
- The Council has implemented nearly all the recommendations from *ISA 260 Report 2009/10* and the majority of this years
- Unable to fully rely on the operation of key automated controls within the IT Control environment, additional audit work was required

- VFM – Council has made proper arrangements to secure economy, efficiency, and effectiveness. There are no areas of risk

Members were reassured and pleased by the quality of the accounts and supporting documentation and thanked the Finance team for their hard work.

Members sought clarification on a number of points regarding IT including;

- **Were ongoing IT issues surrounding security a threat to the Councils security?** Carlton Brand, Corporate Director Transformation and Resources explained that security regarding passwords and user accounts had either been addressed or were ongoing. He explained that IT had been brought back ‘in house’ with a saving of £2M which had been directed to frontline services. Discussion of these issues in the public domain would not undermine the Council’s integrity system.
- **IT appear to be reactive rather than proactive, HR should be providing IT with supporting data to ensure rapid response to account closure.** Director of Transformation and Resources explained that work had taken place with HR to revise and strengthen processes. Care had to be taken when revoking passwords as often individuals in frontline services needed to use their accounts right up until the day they leave their position.
- **Confirmation was sought that STERIA had handed over all the required documentation and that outstanding IT issues that had been rectified had been audited.** Director of Transformation and Resources confirmed that all required documentation had been received from STERIA. KPMG had not undertaken further testing, however Internal Audit had, and had given a substantial assurance.
- **Council systems have been vulnerable for several years and this indicates complacency by the Council in rectifying these issues.** The Chairman explained that the Review of ICT Provision Task Groups role is to scrutinise the in-house ICT provision, including legacy software, proposed equipment and ways of working. Corporate Director Transformation and Resources stressed that there was no complacency and that Internal Audit had given a substantial assurance. Mark Stone, Interim Programme Director ICT, IM and Campus Operational Delivery Programme explained that the work surrounding Implementation Improvements (Appendix A of the Project Initiation Document (PID)) had been completed and work was on schedule to finish the Essential Business Developments (Appendix B of the PID). He went on to explain that after any large scale IT implementation there would be post implementation issues. Cllr Carter, Chairman of the Review of ICT Provision Task Group acknowledged the concerns over IT security and integrity and that the task group would be monitoring the work undertaken, he also confirmed the substantial assurance given by Internal Audit.
- **Additional Audit Work.** Confirmation was requested regarding the fee for the additional IT audit work undertaken by KPMG. Chris Wilson,

KPMG, confirmed that additional IT work required both during the and after the interim audit visit was agreed with management. The additional costs with the extra IT audit work were £42,000. This was offset by a £60,000 reduction for the cancellation of two VFM audit projects which were originally scheduled when the fee for the 2010/11 audit year was agreed, however these were no longer considered necessary when the Audit Commission made changes to the VFM audit approach.

Resolved

- a) **That the audit committee delegates, the signing of the management representation letter, to the Chairman.**
- b) **That the Committee note the Report.**
- c) **That the Committee receive the draft accounts for 2010/2011.**

47. Wiltshire Council Statement of Accounts 2010-11

Michael Hudson, Chief Finance Officer, explained that there were over a 100 pages relating the Statement of Accounts which also contain the accounts relating to the Pension Fund. The format of the accounts has been changed this year in line with the new requirements of the International Financial Report Standards (IFRS) this represented the biggest change in accounting for 20 years. He thanked the members of his team for their excellent work. He also thanked KPMG for their comments on the quality of the accounts and supporting paperwork.

Members of the Audit Committee raised a number of issues over the presentation of the accounts, Matthew Tiller, Chief Accountant explained that these were technical accounting adjustments. The purpose of these was to make accounts comparable internationally.

Other issues raised were;

- **What is the current position regarding VAT on off street Car parking?** A final conclusion to this issue is ongoing, and Customs and Excise are vigorously defending their position. There are numerous logged claims spanning a number of years. The predicted position on this issue is not contained within the accounts.
- **A provision of £1.5M has been made for potential claims against the Council, members sought clarification on pay reform.** A number of legislative changes have taken place. Work and due process are ongoing.
- **Why were there confidentiality clauses surrounding the detail regarding the Chief Finance Officer post who left Wiltshire Council on the 1 August 2010.** Ian Gibbons, Director Law and Governance explained that it is not untypical when there is a termination of contract to

have such clauses. The Council has to be mindful of further disclosure and be subject to a claim. A balance should be struck and clear regard should be given to this. Case law is developing and the ways ahead appears to be for disclosure.

The Leader, Jane Scott, advised members seeking additional financial data to look at the expenditure reports regularly submitted to Cabinet.

Resolved

That the Audit Committee delegates the signing of the Statement of Responsibilities for the Statement of Accounts, to the Chairman.

48. Risk Management Update

Eden Speller, Head of Business Arrangements informed the Committee that there would be Risk Management training seminar on 7 November at Monkton Park which all member and substitutes were welcome to attend. He went on to update the Audit Committee on the Council's Risk Management arrangements drawing particular attention to the detailed Action Plan associated with each risk.

Of note were;

- Proposed changes to Senior Management Structure – the risks associated with this would be considered as part of the decision making process (Cabinet 6 October) which would feed into the risk management processes and if significant risk are identified these will appear in future risk management reports.
- Risks RNP 139 and RNP 142 are currently being reviewed with a view to reduce the risk rating of both from Red to Amber. Whilst they may be reduced, the risk will continue to be reported on in the Risk Report due to their significance.
- The Risk Strategy is to be reviewed to reflect recent changes within the Council. The Strategy will remain flexible to any further changes required.
- Risk and Assurance are continuing work with service areas in ensuring Risk is being appropriately managed and reported.
- Risk RNP 140, is near to completion and will be removed in the near future.

The members thanked the team for their report and it's improved clear layout.

Resolved

That the report and supporting risk action plans were noted.

49. Internal Audit Progress Report 2011-12

Rod Taylor, Principal Auditor, gave a brief update to the Committee on the progress of Internal Audit main points were;

- Limited Assurances had been given to Revenues and Benefits (IT), however these were legacy systems that would be replaced by the Northgate Revenues and Benefits system.
- Financial Management Standard in Schools (FMSiS) – 3 audits had taken place in the first quarter of the financial year, Abbeyfield School, Wyvern College and Zouch Primary School.

Members of the Committee sought clarification on a number of points including:

- **Audits completed on the Travellers service and the Court of Protection.** Following instruction from the Audit Committee, Internal Audit reports on completion were copied to both the Portfolio Holder and Corporate Director – management responses were being re-written to ensure a fully rounded response and would be incorporated in a report for the next Audit Committee meeting in December.
- **Audit completed Order of St Johns Care Homes Provision of Placement (page 195 of agenda refers).** James Cawley, Service Director – Strategy and Commissioning, DCS informed that Committee that all the follow up management actions had been undertaken, and that Internal Audit were content that each risk had been addressed.
- **Audit completed on Statutory Visits to Looked After Children (page 194 of agenda refers).** The follow up review found that records on the CareFirst system were still not complete and that as a result it was not possible to say with any certainty that statutory visits were timely. Sheila Parker, Portfolio Holder for Vulnerable Children was able to assure the Committee that management action had now been taken to mitigate risk.

The Committee requested that it would be helpful at future meetings to have a verbal update in support of each of the audits undertaken. This would provide Committee members with an update on management action.

Resolved

To note the report.

50. Internal Audit TUPE Update

Michael Hudson, Chief Finance Officer detailed the draft Key Performance Indicators, he explained that the focus of the measures were to ensure:

- Quality of audit coverage and work
- Efficiency and cost
- Quality of staff and partnership relationship

- Innovation

Members of the Committee discussed the KPIs in detail, making some minor alterations to ensure the continued delivery of service. The Chief Finance Officer explained that the South West Area Partnerships (SWAP) fee was based on the 2011/12 Wiltshire Council Audit Plan as approved by the Audit Committee.

Resolved

To amend key performance indicators where considered appropriate by Committee, to monitor the partnership post transfer and submit to Cabinet for approval.

51. **Urgent Items**

There were no urgent items.

52. **Date of next meeting**

The next meeting will take place on the 14 December 2011, in the Council Chamber, Monkton Park starting at 10.30am.

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

Following discussion, where the Solicitor to the Council Ian Gibbons explained the rationale behind the recommendation, he reminded the Committee of the fine balancing act between withholding and disclosing information and whether the public interest is outweighed.

Paragraph 2 - Information likely to reveal the identity of an individual. It protects an individual's privacy. It allows use of data about them without revealing publicly who they are.

Paragraph 3 - Information about financial or business affairs. This could be information about individuals, companies or the Authority itself. The exemption is there to help the Authority carry on business relationships effectively. The rule may cover such issues as procurement or tenders.

Paragraph 4 - Information relating to any consultations or negotiations within the Authority. i.e. whenever there are, or plan to be, negotiations or discussions with employers over terms of employment. This exemption allows the Authority to carry on negotiations without their position being prejudiced.

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 Item Number 12 because it is likely that if members of the public were

present there would be disclosure to them of exempt information as defined in paragraph 2, 3 and 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.

54. **Internal Audit TUPE Update (part II)**

Michael Hudson, Chief Finance Officer welcomed the comments that had been brought before the Committee and would ensure that the staff concerns and views would continue to be listened to throughout the transfer process.

The Committee were content with detailed management responses to the issues that had been raised and realised the need to move forward and resolve any further issues that may arise quickly.

The Committee acknowledged that the South West Area Partnership (SWAP) were engaged in discussions with the staff, and that Internal Audit has good standards.

The Committee also recognised that SWAP has to manage its own budget within the current climate and noted that it would be easier for them to make efficiencies within their IT infrastructure and numbers of staff noting that if the process of TUPE of Internal Audit staff was not pursued there was increasing potential of pressure upon staff members in the future.

Some members still expressed concern regarding the delivery of an 'Internal' function managed by an external provider.

On being put to the vote, the motion was CARRIED and a recorded vote having been requested by the requisite number of Councillors, the voting was recorded as follows;

For (5)

Cllrs Richard Britton, Jacqui Lay, Alan Macrae, Sheila Parker and Roy While

Against (3)

Cllrs Chris Caswill, David Jenkins and Helen Osborn

Abstentions (0)

Resolved

To recommend to Cabinet;

- a) SWAP to continue with due diligence of Wiltshire staffs' terms and processes noting Audit Committees comments.**
- b) Council officers to finalise the legal and TUPE documentation.**

(Duration of meeting: 10.30am -3.30pm)

The Officer who has produced these minutes is Anna Thurman, of Democratic Services, direct line (01225) 718379, e-mail anna.thurman@wiltshire.gov.uk

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

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OFFICER APPOINTMENTS COMMITTEE

DRAFT MINUTES OF THE OFFICER APPOINTMENTS COMMITTEE MEETING HELD ON 31 OCTOBER 2011 AT COMMITTEE ROOM VII - COUNTY HALL, TROWBRIDGE.

Present:

Cllr Lionel Grundy OBE, Cllr Jon Hubbard, Cllr Christopher Newbury, Cllr John Noeken and Cllr John Thomson (Vice Chairman, in the Chair)

40. **Apologies**

There were no apologies for absence.

41. **Minutes of Previous Meeting**

Resolved:

To confirm and sign the minutes of the previous meeting held 14 July 2011.

42. **Declaration of Interests**

There were no declarations of interest.

43. **Chairman's Announcements**

There were no Chairman's announcements.

44. **Public Participation**

There were no members of the public present or Councillors' questions.

45. **Urgent Items**

There were no urgent items.

46. **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 No. 47 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.

47. **Appointments following Changes to the Senior Management Structure**

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

Resolved:

- (1) To approve the appointment of:
 - (a) Carolyn Godfrey as Corporate Director with responsibility for the statutory role of Director of Children's Services.
 - (b) Sue Redmond as Corporate Director with responsibility for the statutory role of Director of Adult Social Services.
- (2) To note that these appointments would be subject to consultation with the Leader and Cabinet members in accordance with paragraph 5(2) of the Officer Employment Procedure Rules.

(Duration of meeting: 9.00 - 9.45 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

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

OFFICER APPOINTMENTS COMMITTEE

**DRAFT MINUTES OF THE OFFICER APPOINTMENTS COMMITTEE MEETING
HELD ON 1 NOVEMBER 2011 AT COMMITTEE ROOM VII - COUNTY HALL,
TROWBRIDGE.**

Present:

Cllr Lionel Grundy OBE, Cllr Jon Hubbard, Cllr Christopher Newbury, Cllr John Noeken and Cllr John Thomson (Vice Chairman, in the Chair)

48. **Apologies**

There were no apologies for absence.

49. **Declaration of Interests**

There were no declarations of interest.

50. **Chairman's Announcements**

There were no Chairman's announcements.

51. **Public Participation**

There were no members of the public present or Councillors' questions.

52. **Urgent Items**

There were no urgent items.

53. **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 No. 54 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.

54. **Appointment following Changes to the Senior Management Structure**

The Service Director HR & OD confirmed the process to be followed.

Upon completion of the interview process and after a detailed discussion,

Resolved:

- (1) **To appoint Carlton Brand to the third post of corporate director.**
- (2) **To note that this appointment would be subject to consultation with the Leader and Cabinet members in accordance with paragraph 5(2) of the Officer Employment Procedure Rules.**

(Duration of meeting: 9.15 - 9.20 am & 4.00 – 4.10pm)

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

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

Wiltshire Council

Environment Select Committee

01 November 2011

Minute No. 191 - Car Parking Charges

The Cabinet Member for Highways and Transport, Cllr Dick Tonge, was in attendance as requested by the Environment Select Committee held on 06 September 2011. Cllr Tonge informed the committee that the report in the agenda pack had been revised ahead of its consideration by Full Council on 08 November 2011. He outlined the revisions to the report as follows:

- A new paragraph (paragraph 8) and appendix (Appendix 3) have been added detailing proposals made by Salisbury City Council, Salisbury City Centre Management and others that were considered by Cabinet on 18 October.
- Chart 1, Table 2 and paragraphs 36-38 have been amended to take account of revised and updated car parking data.
- A new appendix (Appendix 5) has been added outlining how the Council is supporting regeneration activities in Wiltshire's towns.
- A new paragraph (paragraph 40) and appendix (Appendix 7) have been added providing car park ticket sales and income for each town from April 2010 to September 2011

The key points of the report, *Countrywide Analysis of Car Parking Charges*, highlighted by the Cabinet member were:

- The report's conclusions that car parking charges were not of primary significance in relation to retail health, and that the primary factor encouraging economic success was the level and range of retail services on offer to visitors.
- Shop vacancies across Wiltshire's market town's had declined with the exception of Salisbury.
- Within Salisbury, footfall levels had stabilised and undergone recovery since February 2011 after months of decline.
- Short stay ticket sales have reduced by 5.8% as shown in like-for-like data tables for On and Off Street Parking Ticket Sales in 2010 and 2011. The figures excluded the areas of West Wiltshire and Salisbury.
- In Appendix 7 figures were presented showing town by town ticket sales. It was emphasized that long stay ticket sales were down, and that sales were down for short stay even in some area where prices had remained unchanged.
- Appendix 8 presented mixed results where other local authorities reduced car parking charges.

A verbal update was provided on the impact on bus services of changes in car parking income. In Salisbury there had been an increase in the use of general bus services and of Park and Ride, but figures for the rest of the county April 2010- April 2011 showed a decrease of 9%. Carshare Wiltshire was up 73% in 2011.

Where car parking charges produced a surplus this money was hypothecated for use by bus services but in the case of a shortfall these monies would be found from the departmental budget. The committee was advised this arrangement was a legal arrangement.

Overall there was a £500,000 shortfall of income from on- and off-street parking for 2011-2012.

A debate followed, wherein concern was raised in relation to the time the committee had to digest the revised report. The committee also discussed the possibility that on street parking in residential estates had risen in response to parking charges. The committee was informed of the Cabinet Member's intent to promote the use of season tickets.

With regards to the decline in shop vacancies, it was highlighted that the impact of the increase in charity shops within those figures had not been fully assessed. The committee also further debated the level of support given to various towns for Economic Development and Regeneration activities, including the cost to the Council of CCTV systems in different areas. The Chair requested a written response from the Service Director for Economy and Enterprise to provide this information in more detail.

Several measures to improve the service for users of Council car parking sites were discussed, including the need to improve signage at car parking sites. Some members of the committee felt that in their localities the perception of the impact of the changes was potentially damaging the Council's reputation.

The committee noted that the issue would be debated fully at Full Council on 08 November 2011.

It was:

Resolved:

- 1) To thank the Cabinet member for the opportunity to contribute to the Car Parking review;**
- 2) To recognise the current economic climate and the challenges it presents the Wiltshire public and its business sector;**
- 3) To recognise that due to the legislative process any immediate policy changes on car parking pricing will impact on the 2012/2013 budget; and in response to ask the Cabinet member to inform Council on the service implications of the current (2011/12) shortfall on the Car Parking budget.**

Report to Wiltshire Council from the Wessex Association of Chambers of Commerce to be considered at the Council meeting on 8 November

Getting the Balance Right

Car Parking in our Communities

Purpose

1. To inform Wiltshire Council of the views of the Wessex Association of Chambers of Commerce regarding car-parking charges and propose a way forward.

Background

2. Earlier this year the DCLG in a press release announcing the removal of Government restrictions said

*From now on, councils and communities will be free to set parking policies that are **right for their areas**. This could include taking into account the effect of parking charges on the vitality of their local economy and local shops. Councils wanting to attract shoppers through setting competitive local parking charges in town centres will now be able to do so without interference from Whitehall.*

The Secretary of State added

Today the Government is calling off Whitehall's war on the motorist by scrapping the national policy instructing councils to push up charges. We expect councils to follow suit.

3. The Daily Mail captured the moment
End to Whitehall's 'war on motorists': Slash your parking charges, Pickles tells councils
4. Three months later following car-parking charges in Wiltshire were increased by at least 100% with a number of communities seeing the first time introduction of car-parking charges.
5. Unsurprisingly this decision led to considerable public disquiet and this led to the report *Countywide analysis of the Impact of Car Parking Charges* being presented to Cabinet on 18 October and coming to the Council on 8 November
6. The Wessex Association has been in the vanguard of reflecting the concerns of business to the Council on this issue and made strong representations when the original strategy was consulted on last year.
7. The Association considers itself to be an important economic partner and wishes to work closely with the Council to secure an outcome to the car-

parking charges debate which is rational and fair to the interests of the Council, business and the public.

8. When the current car-parking charges were introduced the Council also arranged to Band the charges putting each town and village where charges were to be imposed into one of four Bands.
9. The financial information provided at the time that decision to increase the charges was taken indicated that an additional £1.4m would be generated. At the time, the Council was coming to terms with the enormous financial pressures it was coming under as a result of Government policy and the recession so it is perhaps understandable why the Council went for this 'quick win' in terms of improving its income.
10. The Association appreciates the Council's positive response in carrying out a review of their current policy and charges in the light of all the concerns that have been expressed.
11. The Cabinet at its meeting on 18 October has proposed allocating vouchers for an hours free parking over the Christmas period and this was said by the the Cabinet member for Transport "to provide a welcome boost for shoppers and traders".

The Position of the Association

12. Much of what is included in the Cabinet report is accepted by the Wessex Association. It is accepted that, in the current economic environment, consumers are feeling the effects of the economic downturn and are responding by paying down debt and spending less.
13. The advent of internet shopping and the "out of town" retail centres have been a fact of life for several years and have challenged Town Centre businesses to adapt and provide services which are not available through these other channels.
14. Car-parking charges, it is agreed, are not the only factor affecting consumer behaviour. They are however, significant at this time of austerity when consumers are avidly scrutinising every penny they spend. It is in this important area that that the position of the Association questions the car-parking charging policy of the Council. The Association is convinced that the current level of charging in most (if not all) the communities is an important factor in inhibiting motorists from visiting town centres, or limiting their time spent there.

Issues

15. Our current concerns revolve around two issues
 - The level of the charges

- The principles of the car-parking charges policy

The level of the charges

16. The first thing to say is that the financial benefit predicted for the Council when the charges were introduced has not been delivered. It is interesting to note that the Report presented to Cabinet did not set out in detail the financial implications of the policy; rather it directed Councillors to the revenue budget monitoring report.
17. That report informed the Council that the anticipated shortfall in on street and off street car parking is £0.900m with an additional £0.200m shortfall on penalty charge notices. So the predicted improvement in car parking income as a result of introducing these new charges £1.4m will be undershot by £1.1m. As an income generator for the Council the evidence clearly demonstrates the new car-parking charging policy has been a disaster.
18. The Association would argue that a more modest increase in charges would result in a better revenue raising outcome because customer resistance would be less.
19. It is important for Councillors to understand the impact of the new charges in the following examples identify the impact on individuals.
 - Example A *Person visiting a Band 2 shoppers carpark 3 times a week for 1 hour*

March 2011 - £1.50 (50p per trip) per week	- £78 per year
Now - £3.30 (£1.10 per trip) per week	- £171.60 per year
Additional cost - £93.60	
 - Example B *Person visiting a Band 2 carpark 3 times a week for 3 hours*

March 2011 - £8.40 (£2.80p per trip) per week	- £436.80 per year
Now - £11.40 (£3.80 per trip) per week	- £592.80 per year
Additional cost - £156	

Note – in the latter example the £2.80 charge would allow up to 4 hours parking but this is no longer possible in Band 2 shoppers' car parks
20. The Association has evidence that the direct effect of the increases in charges has deterred people from visiting town centres. Figures reported to the Chippenham Area Board in September showed a reduction of over 15% in the number of tickets issued and there is little sign of habits reverting back to normal. Photographs of deserted car parks have appeared in the press. Interviews with shoppers have produced significant anecdotal evidence of people changing their shopping or parking habits to avoid charges. Interviews with shop owners have almost unanimously reported reductions in turnover since the new charges were introduced.
21. The Cabinet decision to award 'free parking' vouchers to encourage shoppers to visit town centres at Christmas time is an open acknowledgement that customers are currently deterred by high car-parking charges.

22. The Association does not accept the argument that resistance to increases in car-parking charges diminishes over a period of time. Whilst this may be true of modest increases the doubling and trebling of charges has a long term impact. The public remain angry and exploited and, in harsh economic times, recognise the value of reducing expenditure on car-parking. They change their shopping habits and once changed it is difficult to convince people to change again.
23. The Cabinet report seeks to demonstrate that the evidence does not support the argument that car-parking charges contribute to the down turn in town and community centres' local economies yet collapsing income, and deserted car parks is prima facie evidence of such a position.
24. The Council's overall responsibility to secure the health of the local economy of Wiltshire's towns would be much better served by recognising this and moving swiftly to reduce charges.

Principles

25. Wider than the level of charging the Association considers that the whole car-parking charging policy of the Council is in need of urgent review and represents an opportunity for the Council to introduce 'localism' to question of charges.
26. The Association has articulated a number of principles which it would wish the Council to adopt in reviewing its car park charging policy.
 - The key to a successful parking strategy must be to tailor policy to the individual locality. There is no one size fits all solution.
 - Parking policies must recognise that each town centre is unique and face differing forms of competition.
 - Policies must be flexible enough to meet the needs of local car users, particularly those living in rural communities, if the town centre is to remain viable
27. These principles are contrary to the current 'banding' approach. It is imperative in the review promised next year that detailed statistics are gathered in relation to usage of each individual car-park. Car parks with low usage and/or poorly sited should be cheaper than busy ones.
28. The overall measurement of ticket sales masks the parking issues within each community. By understanding local circumstances and needs will ensure that charges can be imposed that maximises income for the Council and provides best for the economic performance of the town centre.

Proposals

29. The Wessex Association would propose to the Council

- That an immediate reduction in car-parking charges is introduced to a maximum of 20% above the level in March 2011.
- And a reintroduction of a period of free parking in certain car parks.
- That the principles expounded in para 26 above be accepted as a basis for a review of car parking in 2012
- Arrangements are put in place immediately for capturing relevant usage (and non-usage) data in respect of each individual car park so that occupancy and duration levels can be established

Conclusion

30. Whilst it is not possible to 'blame' totally car-parking charges for the current woes of town centres the Council's own statistics reveal an alarming drop in usage, duration of stay and income.
31. Car-parking charges are not like utility bills where the consumer has no option but to 'stump up'. In harsh economic times, many people will view these charges as a opportunity to reduce expenditure.
32. The Council, working with partners, can identify charging proposals for each car park which will maximise usage, duration of stay and income. The Association considers that the evidence indicates that the introduction of this approach need have no effect on the Council's income from charges and tailored solutions reflecting the circumstances of individual towns and communities.

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Countywide Analysis of the Impact of Car Parking Charges

Question From Councillor David Jenkins **Westbury North Division**

To Councillor Dick Tonge

Question 1a

If parking sales tickets were in decline why did the council introduce new increased parking charges?

Response

The Car Parking Strategy does not only deal with car parking charges; it also provides the overall policy position on the management of car parking in Wiltshire which includes parking standards, managing the council's parking stock, residents' parking, etc. It also forms part of the Wiltshire Local Transport Plan 2011-2026 which seeks to achieve wider objectives related to the economy, climate change, air quality, road safety, health and the environment.

The main reason why the council reviewed the strategy when it did was because the previous strategy dated back to the year 2000 and needed to be reviewed and updated to reflect changed circumstances. One of these was the formation of Wiltshire Council which meant that the management of car parking needed to be reviewed to adopt a more consistent approach across the county.

Question 1b

Car parking usage is noticeably down since the introduction of the increase in charges. Does this not prove that behavioural patterns are not in a state of flux but the people have made their minds up?

Response

While car park usage is down, this was already happening before the current charges were introduced in April 2011. The decline in usage is comparable to the situation in other local authorities (see paragraph 41).

Question 1c

I understand that it is anticipated there will be a shortfall of approx £1.1m in car parking income. In business terms this is a catastrophe therefore what are the council going to do to resolve this problem?

Response

As reported to the Environment Select Committee on 1 November, the actual deficit in income is predicted to be in the order of £500,000. This will be managed by the council.

Question 1d

The agreement by the council to offer free parking over Christmas to help encourage shoppers to visit their town centres is very welcome but does this not highlight the fact that car parking charges do have a direct effect on customers and the long term survival of town centres?

Response

As agreed by Cabinet at its meeting on 18 October, the offer is for an additional free hour on any parking ticket (excluding on-street parking tickets in Salisbury) purchased on 19th, 20th, 21st, 22nd, 23rd and 24th December using a token printed in the next your Wiltshire Magazine. the council is therefore simply providing people who purchase a parking ticket on these days with a little more time to carry out their Christmas shopping when the shops will be much busier than usual and the queues will be longer. In the past requests for Christmas concessions have been made, this concession anticipates similar requests being made this year.

Question 1e

In Westbury I polled 189 residents in my division and a large percentage have changed their habits concerning shopping locally due to parking charges and are taking their business elsewhere. Westbury is suffering as a result of the charges and therefore is there not a case that due to its fragile economy , geographical location, lack of growth and the fact that it's economy is being squeezed by the surrounding towns, for the town to be in band 4?

Response

Appendix 2 (page 107 of the summons) sets out the criteria for the banding of the towns; the concept of banding was supported by the majority of the respondents to the consultation on the car parking strategy in the summer of 2010. Appendix 5 (page 131 of the summons) outlines what the council is doing to support the Westbury Vision.

A proposal to 'buy back' a small proportion of short-stay spaces from Wiltshire Council to offer as free spaces was made to Westbury Town Council. This opportunity was not taken up by the Town Council.

SENIOR OFFICERS EMPLOYMENT SUB-COMMITTEE

DRAFT MINUTES OF THE SENIOR OFFICERS EMPLOYMENT SUB-COMMITTEE MEETING HELD ON 2 NOVEMBER 2011 AT COMMITTEE ROOM III - COUNTY HALL, TROWBRIDGE.

Present:

Cllr Mike Hewitt, Cllr Jon Hubbard and Cllr John Noeken

Also Present:

Cllr Jane Scott OBE

1. **Election of Chairman**

Resolved:

That Councillor John Noeken be elected Chairman.

Councillor John Noeken in the Chair

2. **Apologies for Absence**

All members were present.

3. **Declarations of Interest**

There were no declarations of interest.

4. **Minutes of previous meeting**

The Chairman clarified that the minutes of the last meeting held on 18 January 2010 could in fact be received during Part 1 of the meeting (in open session).

Resolved:

That the minutes of the meeting held on 18 January 2010 be approved as a correct record and signed by the Chairman.

5. **Chairman's Announcements**

No announcements were made.

6. **Public Participation**

No requests for public participation had been received.

7. **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 Number 8 below as it was 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.

8. **Proposed Termination of Employment on the Grounds of Redundancy - Chief Executive**

The Chairman explained the purpose of this meeting was to consider the termination of employment of Andrew Kerr, Chief Executive and Head of Paid Service on the grounds of redundancy on terms to be agreed. Any such decision by the Sub-Committee would be subject to the statutory process of consultation with members of Cabinet and confirmation by Council at its meeting on 8 November 2011.

As background information, the report of the Leader considered by Cabinet on the 6 October 2011 and corresponding minute were presented. The Leader attended the meeting to respond to any questions.

The Leader's report to the Sub-Committee explained the proposed termination of the Chief Executive's employment on the grounds of redundancy arose as a result of the Cabinet's decision on 6 October 2011 to make changes to the Council's senior management structure which involved the removal of the post of Chief Executive (and one of the four Corporate Directors). There was no alternative employment available for the Chief Executive at a suitably senior level within the organisation. The Chief Executive's post was therefore redundant within the statutory definition of redundancy.

It was noted that, subject to the Sub-Committee's decision, and in the event of Council confirming the termination of employment of the Chief Executive, Council would also be asked to consider a number of consequential matters. These included the appointment of the Head of Paid Service, Electoral

Registration Officer and Returning Officer and the Clerk of the Lieutenancy and consequential amendments to the scheme of delegation to officers.

The Sub-Committee was advised that the Chief Executive had submitted an application for voluntary redundancy in accordance with the Council's redundancy policy and procedure. The application had been agreed, subject to approval of the terms of the proposed termination of employment.

The Sub-Committee considered the proposed severance terms which were presented at the meeting. The Solicitor to the Council reported that the Council's external auditors, KPMG, had been consulted and had noted that these were in line with the Council's policy. Their formal response would be reported to the Council.

Subject to Council's approval, the Sub-Committee agreed that the proposed termination date would be 11 November 2011 as it was accepted that it would be in neither party's interests to require the Chief Executive to serve out his notice period. This would enable the Council to press ahead with the implementation of the new arrangements.

The Leader advised that the Council was committed to concluding the termination process in as open and transparent way as possible, whilst recognising the Chief Executive's rights in respect of the disclosure of personal information. The Sub-Committee was satisfied that due process had been followed in accordance with the Council's established policies.

The Chairman referred to and endorsed comments made at Cabinet where the Chief Executive was thanked 'for all his hard work and commitment to Wiltshire. His contribution in delivering a clear strategic plan for the next few years had provided a strong foundation for the Council to now move forward and be in a position to adopt a new model of leadership'.

The Sub-Committee, therefore,

Recommended to Council:

To terminate the employment of Andrew Kerr as Chief Executive and Head of Paid Service on the grounds of redundancy on the terms presented.

(Duration of meeting: 10.00 - 10.30 am)

The Officer who has produced these minutes is Yamina Rhouati, of Democratic & Members' Services, direct line , e-mail

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

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