

# AGENDA SUPPLEMENT (1)

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**Meeting:** Council  
**Place:** Civic Centre, Trowbridge  
**Date:** Tuesday 28 February 2012  
**Time:** 10.30 am

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**The Agenda for the above meeting was published on 17 February 2012 and indicated that the reports detailed below would be to follow. These are now available and are attached to this Agenda Supplement.**

Please direct any enquiries on this Agenda to Yamina Rhouati, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718024 or email [yamina.rhouati@wiltshire.gov.uk](mailto: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](http://www.wiltshire.gov.uk)

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

A public question from Mr Phil Matthews together with a response.

7. **Wiltshire Council's Business and Financial Plan Update 2012/13** *(Pages 3 - 20)*

Following the meeting of Cabinet on 15 February 2012, an updated version of the Business and Financial Plan 2012/13 is attached.

The response of the Liberal Democrat Group is also attached.

8. **Pay Policy Statement and Publication of Senior Staff Pay** *(Pages 21 - 24)*

The minutes of the Staffing Policy Committee held on 22 February 2012 are attached.

10. **Membership of Committees** *(Pages 25 - 32)*

A report from the Head of Democratic Services is attached.

13. **Councillors' Questions** *(Pages 33 - 44)*

Details of questions received from various Councillors.

14. **Minutes of Cabinet and Committees** *(Pages 45 - 110)*

Minutes marked 'To Follow' in the Minutes Book as follows:

Cabinet	- 15 February 2012
Southern Area Planning Committee	- 26 January 2012
Western Area Planning Committee	- 15 February 2012
Strategic Planning Committee	- 15 February 2012
Standards Committee	- 25 January 2012

16. **Wiltshire and Swindon Fire Authority** *(Pages 111 - 112)*

A question from Cllr Nigel Carter together with a response.

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DATE OF PUBLICATION: 24 February 2012



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WILTSHIRE COUNCIL

AGENDA ITEM NO.7

COUNCIL

28 FEBRUARY 2012

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**QUESTIONS FROM THE PUBLIC – ITEM 7**

**QUESTION FROM PHIL MATTHEWS, CHAIR, WILTSHIRE INVOLVEMENT NETWORK**

**TO CLLR JANE SCOTT  
LEADER OF THE COUNCIL**

**Question 1**

Referring to the Financial Plan 2012 to 2013, page 14, 3.2 states Wiltshire receives an average of £228.44 in government grant per head of population, £95.97 less than the English rural average of £324.41!

- a) Is this fair bearing in mind that Wiltshire is a rural county and should not be treated differently from other rural Shire Counties?
- b) Could I ask that Wiltshire Council protests in the strongest terms to the Government and seeks the support of the Members of Parliament for Wiltshire to redress this situation, bearing in mind that Wiltshire has a very high ageing population therefore Wiltshire should at least be getting the rural average

**Response**

Fairness is something that the Chancellor and Secretary of State have said that they want to underpin their aims with a new local government funding system. We are engaged in inputting to that new system and will continue to lobby to ensure that it takes account of our current position.

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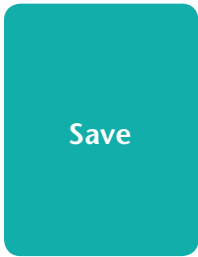
Wiltshire Council

# Financial Plan amended version

## 2012 - 2013



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Agenda Item 7

## Foreword – Wiltshire Council Leader and Cabinet

This publication focuses on the second year of our four year Business Plan setting out our financial plan for 2012/13. Our Business Plan 2011-2015 has not changed - it reflects the council's key priorities to continue to invest in our front line services; protect the most vulnerable in our communities; and make the savings and efficiencies needed to do this.

In 2011/12 we focused on delivery and outcomes that had a positive impact on Wiltshire's communities. These included:

- improving 32% more miles of roads than 2010/11 and filling 11% more potholes
- protecting over 2,700 jobs
- increasing our capacity to look after our vulnerable adults by 14% and children by 50 full time equivalent places
- rolling out the new waste and recycling service
- opening three new family resource centres in Trowbridge, Devizes and Salisbury
- opening a new library in Pewsey and keeping all our libraries, including the mobile libraries, open and with the help of more than 600 volunteers keeping some open for longer hours

- opening new state of the art extra care homes, for example Florence Court in Trowbridge
- opening Wellington Academy in Tidworth.

In 2012/13 our funding from central government will be reduced by a further £3.2 million.

This reduction is slightly less than we had predicted. This is due to receiving a one-off grant from government, and as a result of more homes being built in Wiltshire.

We have also seen a higher than predicted increase in our costs of £29.4 million. This is more than we originally thought and is due to growth in demand for our services, particularly services for those who are most vulnerable; our ageing population and children's services, as well as inflation.

We propose to continue to invest money in adult services and children and families services, and to allocate £9.7 million and £4.9 million, respectively into these services.



We did not take on this leadership role to cut services, but we have not been afraid to make tough decisions to do what we believe is right for the people of Wiltshire.

Our proposals to deliver a balanced budget for 2012/13 do not include stopping any frontline services. We will, however, focus on removing waste and inefficiencies in all our service areas and we will continue to improve how we purchase goods and services. We know the level of public sector funding will remain tight and we will continue to explore innovative solutions to maintain low council tax and to improve the economy of Wiltshire. In 2012 we will see two national, once in a lifetime events that will directly impact on Wiltshire. We will use these events as an opportunity to reinvigorate our local economy and showcase our county nationally and internationally.

In the next three years (2012-15) we are proposing to invest £349.8 million in our local infrastructure and services and to help support local businesses and jobs. This will include:

- £41.3 million to build new affordable homes and improve the council's social housing
- £35.7 million to deliver three new campus models
- £56.1 million for roads and highways.

We will ensure that local suppliers are invited to tender for this work.

As a result of sound financial planning we are proposing to freeze Council Tax for 2012/13 at the same level as 2010/11 and to freeze most of our fees and charges.

We have achieved this in a time of continuing economic uncertainty. By making tough decisions and adopting a robust approach to managing our finances we have ensured that our commitment to invest and improve will help to strengthen our local communities. We fundamentally believe in doing what is best for the people of Wiltshire. At a time when other local authorities are making cuts, we are investing and improving our services and increasing our support for local communities.

Wiltshire Council Cabinet: Municipal Journal's Most Effective Political Team of the Year 2011



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## **Appendices**

Appendix A	– Financial plan summary
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## 1 Executive summary

### 1.1 Delivering our Business Plan

Last year, following consultation and feedback from local residents and businesses, we published a detailed four-year Business Plan to deliver transformation and improvement in Wiltshire.

In the last 12 months we have made a lot of progress and started to deliver this transformation. This includes:

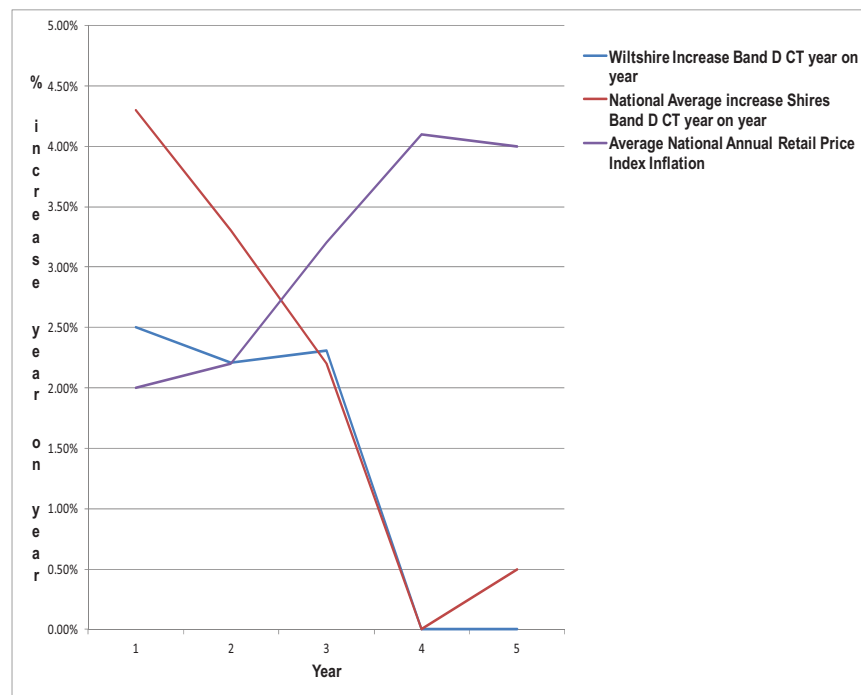
- building, with our partners, 450 new affordable homes
- protecting over 2,700 jobs through working with local businesses
- resurfacing 32% more miles of roads than in 2010/11 and repairing 11% more potholes
- an improvement in GCSE results of 4.5%
- being selected as a government pilot area for superfast broadband; and allocated £4.5 million funding.

Over the last 12 months we have continued to listen to our local communities and appraise changes happening locally and nationally. As a result, we feel that our Business Plan is focused on the right priorities and outcomes and we have, therefore, not made any changes.

We recognise that our Financial Plan needs to be updated to reflect some of the changes that we are seeing as a result of the continued national economic position. In particular, our population of vulnerable children and elderly people continues to increase. We remain committed to supporting the most vulnerable in our community and prioritising these services.

To help balance the investment with the need to make savings, we have also looked at managing our cash flow. Our plans to invest in areas where we have either secured funding, as in the case of broadband, or where we have delivered savings or adopted an innovative approach to delivering the service, means we need to invest less in 2012/13 than we had originally forecast. An example is the investment in children's residential care.

As a result, we have updated our Financial Plan to reflect these changes, and we will deliver on our promise that for 2012/13 Council Tax will again remain the same as 2010/11. This means that in the last five years, Wiltshire residents have had one of the lowest national increases in Council Tax. The average increase is 4.5% compared to an average national inflation for the same period of nearly 14%. That is a saving of nearly £110 a year, on average, per household.



## 1.2 Updating our Financial Plan

Wiltshire Council’s first four year Business and Financial Plans were approved by council in February 2011. Since then we have been delivering actions and continually challenging and reviewing the plans and proposals for later years. As a result, there have been changes to some assumptions and we have amended the Financial Plan accordingly.

This year (2011/12) we are on track to deliver a balanced budget. 98% of our planned savings will be delivered and the remainder will be found from new grants, or alternative proposals that have been brought forward during the year.

## 1.3 Reprioritising where we spend

Overall our funding in 2012/13 will be reduced by £3.2 million. This is £10.1 million better than we originally forecast in February 2011. This is due to:

- a one-off £5.5 million new government grant; the ‘Council Tax Freeze Grant’
- the fact that we have built more homes than originally budgeted for in Wiltshire which means that we have received £3 million more in the ‘New Homes Bonus and Affordable Homes Grant’, plus more council tax

- £1.6 million council tax was collected above the projected figure, as levels of debt and non-payment were lower than expected.

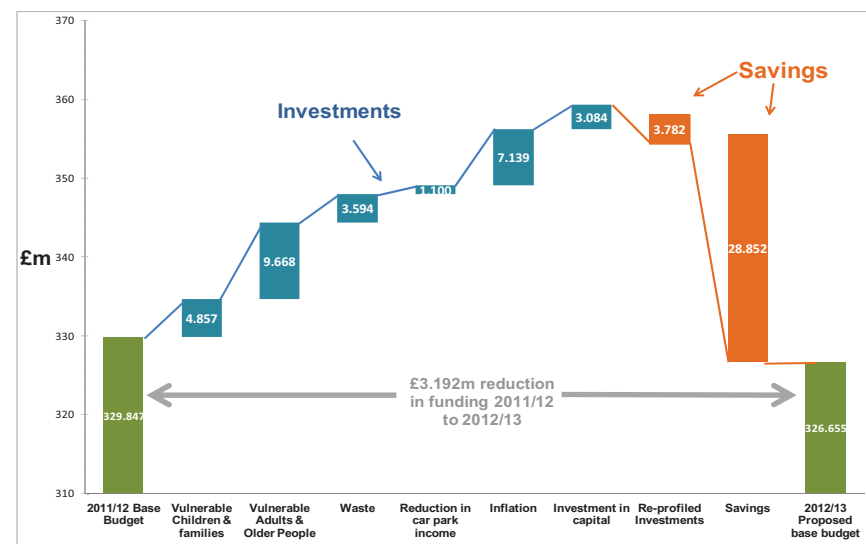
However, we now face higher costs than we forecast this time last year, in particular:

- £4.668 million more for investment in protecting vulnerable adults
- £7.139 million more for the above forecast inflationary increases in the price we pay for goods and services.

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At the same time we have been identifying ways to reprioritise our funding into our key services. To do this, we have needed to find £32.634 million of savings. As a result of better than forecast grants income, this is £3.6 million less than we forecast in February 2011.

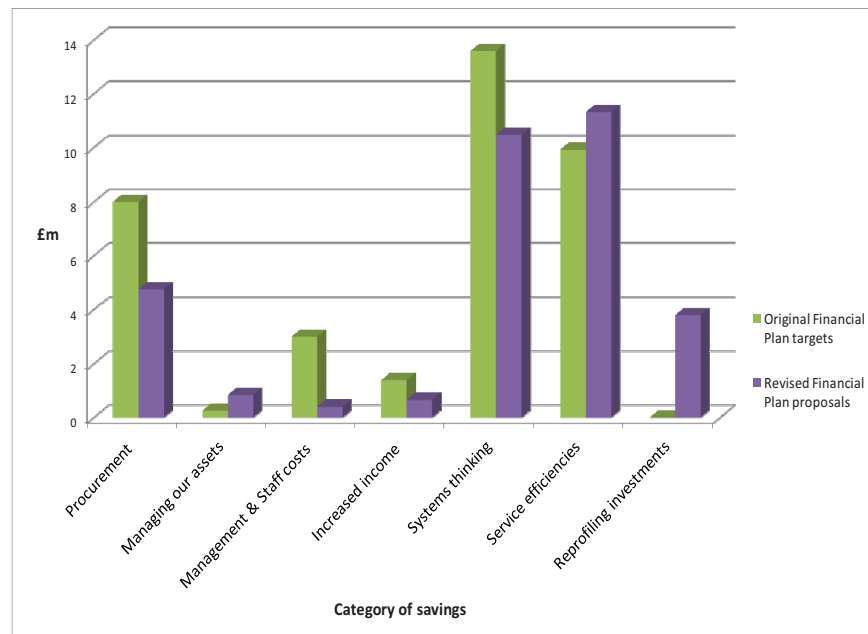
To help, we have looked at our profiled cash flow for our previously proposed investments and sought to make efficiencies by changing the profile of spend for 2013/14.



£32.634 million of savings, including re-profiling of investments, has come from seven main areas:

Saving / Income	£m
1. Procurement	4.757
2. Service efficiencies	11.723
3. Systems Thinking	10.494
4. Better management of our assets	0.830
5. Income and capital	0.648
6. Management	0.400
7. Re-profiling investments	3.782
<b>Total</b>	<b>32.634</b>

The detailed proposals are set out at [Section 3.2](#). These have changed slightly from our original plans, but remain broadly in line with our initial targets:



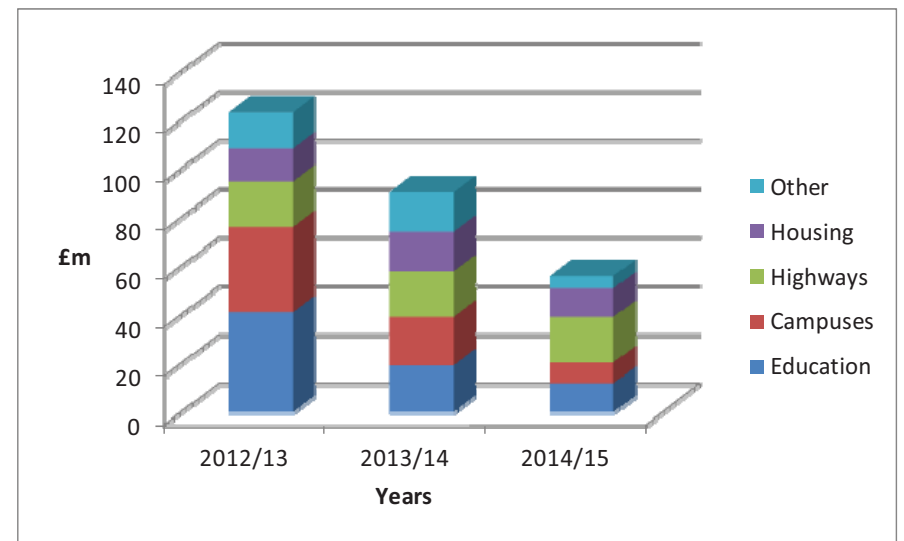
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#### 1.4 Investing in Wiltshire – revenue and capital spend

Our Business and Financial Plans focus on investment in Wiltshire. In line with our Business Plan priorities we are investing in infrastructure, in particular in areas residents and businesses have told us were most important to them.

Priorities include more affordable homes and roads maintenance and repairs.

In the next three years we will spend over £273 million in Wiltshire. We are also working to ensure that this spend, wherever possible, is retained in Wiltshire with local businesses delivering the work, and contractors spending more in local shops. Our capital investment over the period of our Business Plan 2011-15 is shown in the following graph:



We will continue to meet our Business Plan promise to invest and redirect our resources into key services; in particular protecting the most vulnerable children and adults; plus reducing collected waste being sent to landfill.

This was a commitment we made in our Business Plan in February 2011, but since then we have seen the demand rise for services, particularly for the vulnerable. With changes planned such as Universal Credit we anticipate that this will continue.

That is why we are investing £9.688 million more in adult social care services and £4.857 million more in vulnerable children and families services in 2012/13.

### **1.5 Fees and charges**

We know that the current economic climate is affecting people's disposable income. In response to this we are proposing to freeze the majority of our fees and charges at 2011/12 prices. It will, therefore, cost the same to swim or obtain a taxi licence in 2012/13 as it does now (2011/12).

We are subsidising the increased inflationary cost of these services by finding savings and efficiencies in these service areas. In some cases, we have reduced fees below 2011/12 prices.

### **1.6 Schools**

The funding for schools is currently allocated to the council for it to reallocate to schools through a mixture of local and national formulas. Overall, Wiltshire's funding allocation remains below the national average in terms of spend per pupil.

The total estimated Dedicated School Grant for 2012/13 is £293,760 million before adjustment for the impact of academies (£293,255 million in 2011/12).

We have also seen a reduction in capital monies to maintain and refurbish our schools in 2012/13. We are working with schools to request more money and a fairer deal for Wiltshire.

## 1.7 Social housing

The changes introduced by central government to the way we fund our social housing stock means we have greater freedom to carry out more improvements in these houses.

Over the next 20 years we will be investing around £185 million, of which approximately £55 million will be spent in the next five years; that is £35 million more than we would have been able to spend.

We are consulting with tenants on how this money can best be prioritised to deliver the most effective improvements.

Our ability to set the annual rent is prescribed by a long-held central government formula. That has not been adjusted and, as such, the formula requires us to increase rents by 6.4% in 2012/13. However, we do have control over all the other social housing charges such as garages. We are proposing that all other fees are frozen at 2011/12 prices.

## 1.8 Capital programme

In 2012/13 we are planning to spend £123 million on new and existing projects to strengthen and improve Wiltshire's infrastructure. The key areas of spend are affordable housing; schools; roads and highways and campus service delivery hubs, which will bring our services together in each community.

We have approved the first three campus hubs in Corsham, Melksham and Salisbury. We will fund this programme from a mixture of grants, receipts and borrowings.

## 1.9 Ensuring success

We have strong governance, programme management and processes for challenging what we do and how we reduce waste and inefficiencies in our service delivery. We have a good track record as a result of delivering on our promises and reprioritising our funding to ensure we balance our budget.

We have improved the openness and transparency of our budget monitoring and we continue to strengthen our financial controls. This will be maintained in 2012/13 and beyond.



## 2 Progress against our Business Plan

### 2.1 What did we say we would deliver?

Last year following consultation with our residents and businesses we published a four year Business Plan (2011-15) to deliver transformation and improvement in Wiltshire. Our vision is to create stronger and more resilient communities.

The goals which underpin this vision are to:

- provide high quality, low cost customer focused services
- prioritise local issues
- be open and honest in all our decision making; and,
- work with our partners to support Wiltshire's communities.

To deliver this vision, the plan includes key targets and outcomes:

- Providing, with our partners, 1,800 new affordable homes
- Helping to create 6,000 more jobs in Wiltshire
- Reducing the road maintenance backlog by 10%
- Providing services to 14% more vulnerable adults
- Increasing the level of waste recycled to 50%
- Ensuring 85% of Wiltshire is covered by superfast broadband.

### 2.2 What have we delivered in the last 12 months?

Since our Business Plan was approved in February 2011, we have been working hard to deliver change, improvements and targets. In the last 12 months we have delivered:

- 450 new affordable homes built with our partners, and construction of 270 more started in January 2012 as the result of a £53 million Private Finance Initiative (PFI)
- over 2,700 jobs, working with local businesses
- 32% more miles of road resurfaced than in 2010/11 and 11% more pothole repairs undertaken in the same period
- support services to an additional 349 adults , in line with our 14% target
- an improvement to GCSE results of 4.5%.

We have also been chosen as a government pilot area for superfast broadband, obtaining £4.5 million of external funding to support our £16 million investment.

## 2.3 Updating the Business Plan

Over the last 12 months we have continued to talk and listen to our local communities at our 18 area board meetings and local events about what the future holds and what the needs are for Wiltshire in the future. We have also considered the changes that are happening both locally and nationally.

As a result, we are confident that our Business Plan reflects the key priorities and outcomes and does not, therefore, need to be amended or updated.

However, we have identified that our Financial Plan needs to be updated to reflect some of the changes we are seeing as a result of the continued national and local economic position.

As a result, we have updated our Financial Plan to reflect these changes. These are set out in this plan.

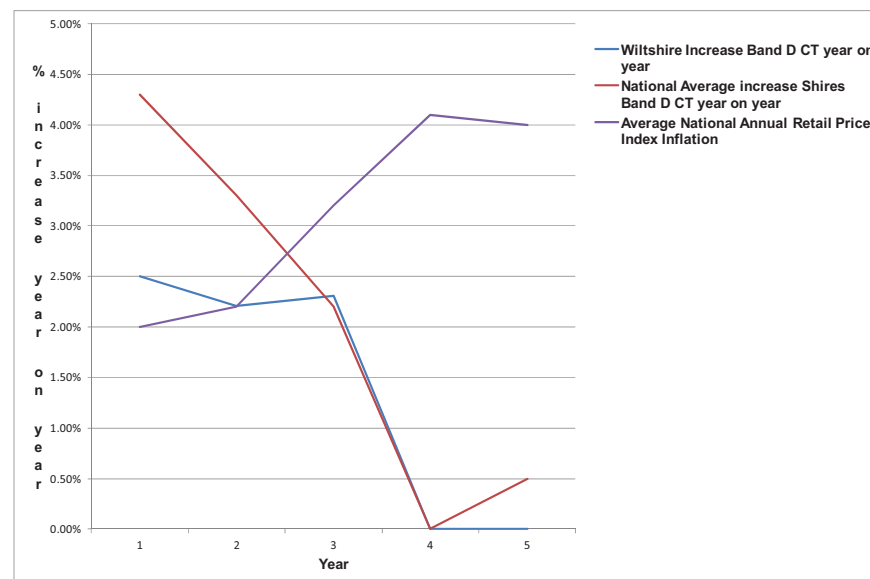
## 2.4 2012/13 Council Tax

The Financial Plan approved by council in February 2011 set out a promise to freeze Council Tax for two years at the 2010/11 level. For Band D properties that is £1,222.43.

Whilst we have made changes to the Financial Plan, our commitment to freeze Council Tax in 2012/13 will be delivered.

In the last five years Wiltshire residents have had one of the lowest national increases in Council Tax. Our level is £262 a year less than the national average for English shire areas.

Since 2008/09, up to and including 2012/13, allowing for the former districts and county councils, the average increase in Council Tax for Wiltshire is 4.5%. In comparison, the average national Retail Price Index (RPI) of inflation for the same period is nearly 14%. The saving to the residents of Wiltshire is approximately £110 a year.



### 3 Updating the Financial Plan

#### 3.1 What is happening to Wiltshire’s funding?

As a council we receive just over two thirds of our money from Council Tax and the other third from central government.

We have taken the decision to freeze Council Tax at 2010/11 levels for the first two years of our plan. This means our residents saw no increase in their Council Tax bills in 2011/12 and the same will happen again in 2012/13.

We do forecast some increase due the number of new properties built in Wiltshire.

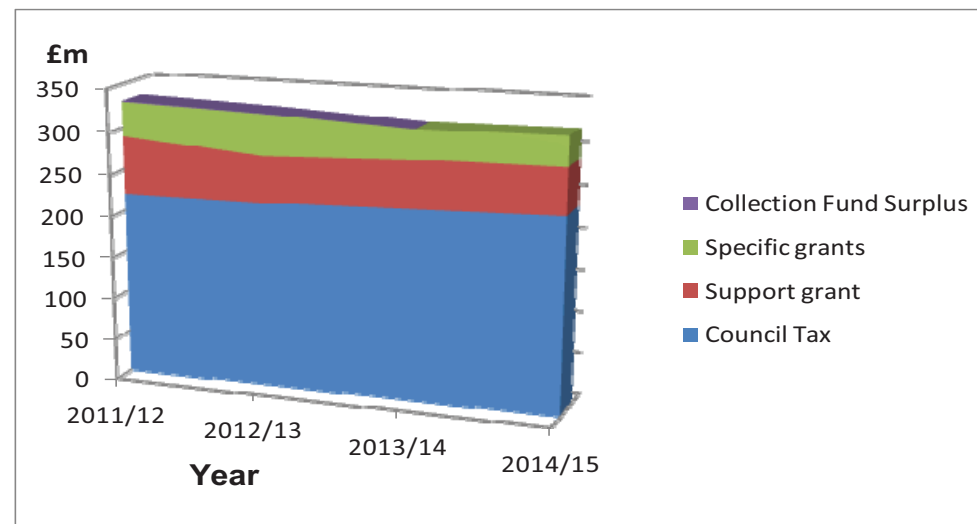
In 2013/14 and 2014/15 we are also forecasting an increase of 2.5% increase in Council Tax each year. However, we will work hard to see if this can be reduced.

As central government continues to address the level of national borrowing, funding to the public sector is being reduced.

In 2010, the Chancellor announced a four year Comprehensive Spending Plan that reduced local government funding over the period by 28.4%.

For Wiltshire, this means our funds from government will reduce in cash terms, after including the Council Tax Freeze Grants, by £5.978 million in 2012/13 and by £23.689 million in the next three years.

This is shown as follows:



	2011/12 £m	Changes year on year			Change 2011/12 to 2014/15 £m
		2012/13 £m	2013/14 £m	2014/15 £m	
<b>Council Tax</b>	219.179	2.091	6.403	6.590	15.084
<b>Government Grant</b>	109.668	<b>-5.978</b>	-14.151	-3.560	<b>-23.689</b>
<b>Collection Fund Surplus</b>	1.000	0.695	-1.000	0.000	-0.305
<b>Overall change</b>	<b>329.847</b>	<b>-3.192</b>	<b>-8.748</b>	<b>3.030</b>	<b>-8.910</b>

In February 2011, we reported that we expected a £13.3 million decrease in government funding.

However, the actual decrease is £3.2 million, which is £10.1million better than we originally forecast. This is due to new government grants:

- A one-off £5.5 million Council Tax Freeze Grant
- The fact that we have built more homes in Wiltshire means we have received £2.9 million more New Homes Bonus, plus Council Tax
- Our Council Tax collection is high, despite economic times, providing another £1.7 million of Collection Fund Surplus.

### 3.2 Comparison with other local authorities

Our financial challenge is made tougher by the following:

- Wiltshire receives an average of £228.44 in government grant per head of population, £95.97 less than the English rural average of £324.41.
- The population of the county aged 65 plus is 14 % higher than the national average (rising to 18 % by 2015) and predicted to grow faster than most other authorities.
- The population of the county aged 85 plus is 16% higher than the national average (rising to 20% by 2015). This means there is a need to invest £7.607 million in services for older people and mental health for vulnerable adults next year.
- We continue to have an increasing need for support for other vulnerable adults, including those with a learning disability, physical impairment or mental health needs, including care packages passed to the authority by the Ministry of Justice, resulting in a need to invest a further £2.439 million next year.
- Our level of need/support for vulnerable families and individuals has increased due to factors such as the recent economic downturn, resulting in a need to invest a net £3.850 million more next year.
- Funding for schools is £407 per head less than the national average.
- We have delivered over £32 million of savings in the last 12 months.

- The rate of inflation is around 5.5%, resulting in unfunded price pressures.
- Our predicted 10 year need for affordable social housing is over 3,800; the median house price in Wiltshire is 8.5% higher than the South West median and 12.6% above the national average.

Overall, we have identified a need to invest and re-direct £29.442 million of funding in 2012/13 to ensure we meet these pressures and expectations. We need to provide for new demand and to maintain our key services.

Investment	2012/13 £m
Vulnerable children and children	4.857
Older people	5.541
Vulnerable adults	4.127
Waste (inc. fleet costs)	3.594
Inflation	7.139
Car parking income reduction	1.100
Investment in capital	3.084
<b>Total</b>	<b>29.442</b>

To help manage our costs and prevent the need to reduce services, we have taken difficult decisions around staff pay. There has been a national pay freeze and we have negotiated a local agreement not to award any incremental increase in pay. We have also harmonised the pay of staff in our leisure and highways services. This will deliver savings that will be recouped by 2015/16. The cost of inflation (£0.644 million) will be realised in 2012/13.

### 3.3 Delivering the 2011/12 budget

Wiltshire Council approved a base net revenue budget of £329.847million in February 2011.

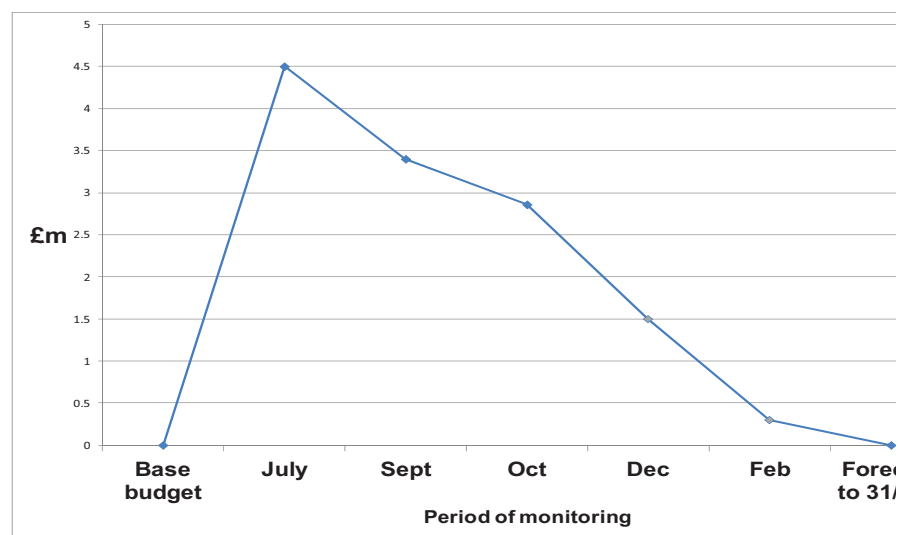
This budget has been monitored throughout the year, with particular attention being paid to the delivery of the £31 million of savings agreed as part of the budget.

This monitoring identified a number of areas for attention, as a £4 million overspend was projected in July ([July link](#)).

The leadership team has been addressing the projected gap and we are on target to deliver 98 % of the savings. Where

savings have since been identified as not deliverable due to changes in circumstances, new savings have been found, and use has been made of grants. A balanced budget is forecast for the year end ([Dec Link](#)).

The movement during the year has been:



A major factor in the variation in the 2011/12 budget has been the uncertainty over income arising as a result of the economic downturn.

The most affected service was car parking and a decision was taken in November to reduce some charges and freeze these for two years. We have carried out more due diligence scrutiny

of our forecasts and for 2012/13, as set out later in this report. Income for many of our services has been frozen at 2011/12 prices and we do not anticipate income will have as big a variation on our budget forecasts in 2012/13.

Our Housing Revenue Account (HRA) is also forecast to be in line with the planned budget. Whilst work continues as planned, changes to how the HRA is funded means that we have the opportunity to carry out more work from 2012/13. This has gone some way to reducing costs in 2011/12 whilst we await the changes.

Our Capital Programme was revised in November 2011 to reflect more realistic profiling of spend on new programmes such as schools and campuses. Other factors such as delays in government grant or planning has meant that the timing for implementation of the programme was changing and we were reporting large under spends.

The latest position forecasts ([Cabinet Capital Asset Committee paper](#)) a balanced position with little slippage following improved profiling.

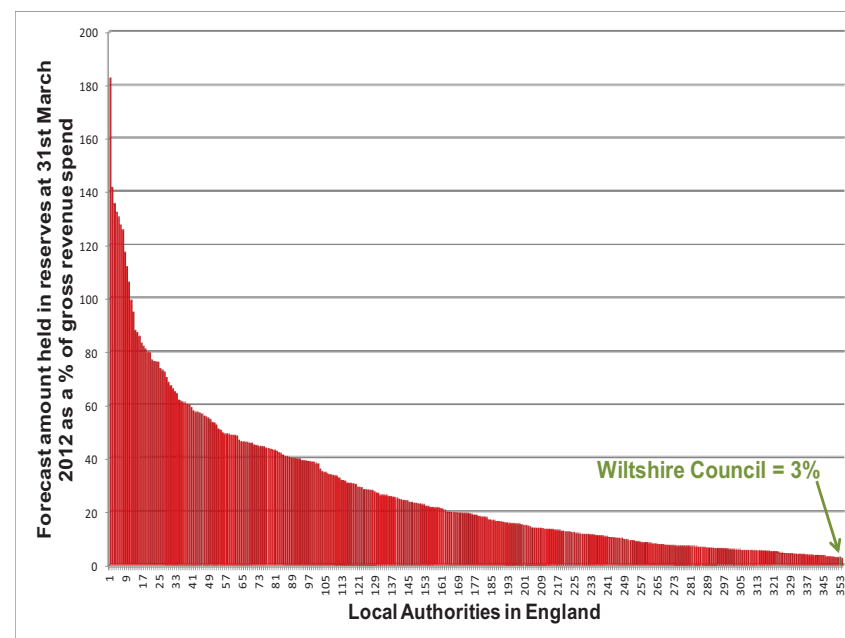
This re-profiling means we have had to borrow less and, as a result, an additional £1.5 million will be saved in our revenue spend.

### 3.4 Reserves

The council is forecasting it will hold £11.6 million in its General Fund reserves at 31 March 2012 which is £2.6 million better than the assumed level in the original Financial Plan. This improvement is due to sound financial management as we have delivered 98% of the savings planned, which, in addition to new savings delivered this year, meant there was no need to draw from reserves.

As a result, the level of the General Fund reserve for 2012/13 is in line with the minimum level recommended by the council’s Director of Finance and there will be no further draw from this reserve.

Wiltshire has adopted a prudent yet reasonable approach to the level of reserves it maintains. Our focus is to spend your money on providing efficient services and managing that spend tightly, not building up more than is needed in reserves. A recent announcement by the coalition government reflects this approach, with Wiltshire holding the second lowest level of reserves compared to our gross revenue spend.



### 3.5 Updated Financial Plan

Wiltshire Council has been working hard to manage within its means and deliver a balanced budget. Our focus has been on:

- re-directing our funding to the areas of greatest need; we are investing more to provide for vulnerable children and adults, and to help communities do more to help themselves

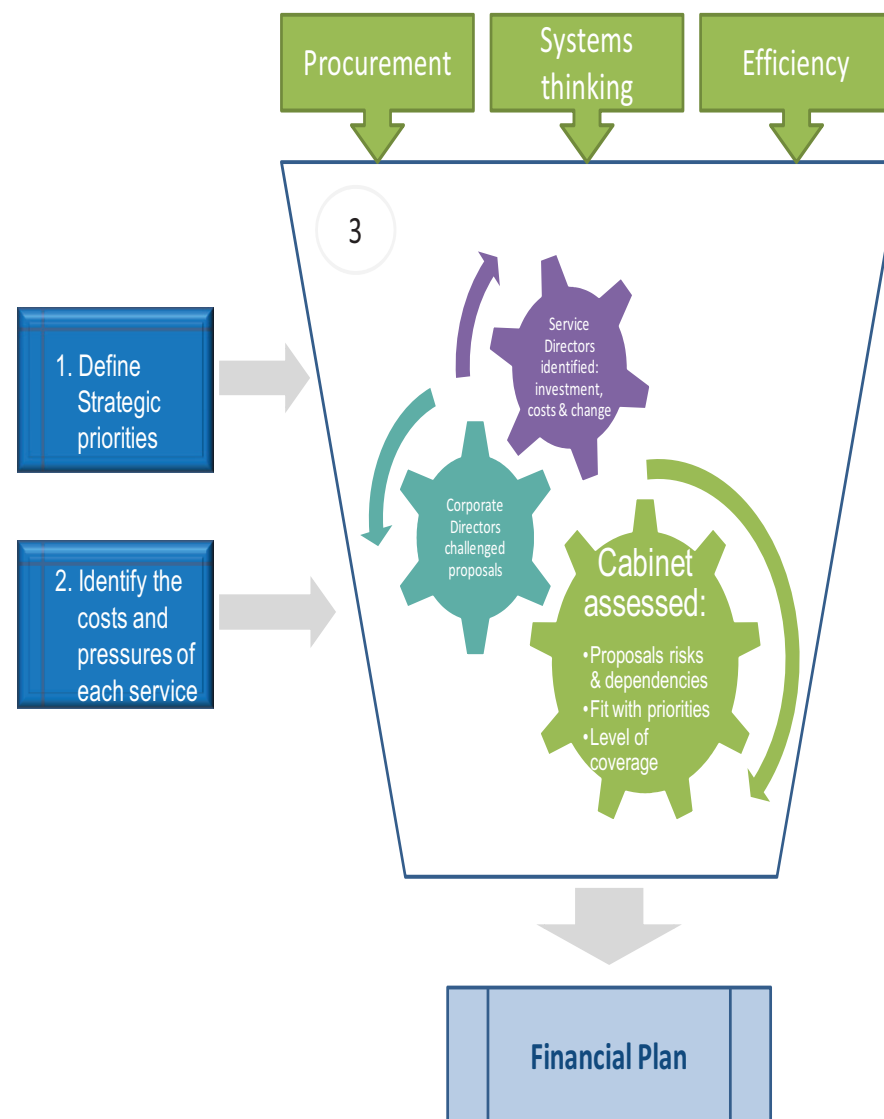
- developing saving proposals in cross cutting themes rather than silo areas, to enable the re-direction of funds to meet the reduction in our income
- challenging all our budgets, carrying out due diligence on our assumptions and plans for the future
- beginning to review the current and future costs of services and the drivers of those costs.

Our process of updating our Financial Plan to deliver a balanced budget was based on:

- 1 testing and confirming the priorities set out in our four year business plan; we concluded that the direction set out within that plan was sound.
- 2 assessing the pressures we faced to deliver the Business Plan due to changes, including the increase in the number of older people and vulnerable children entering the system of care, above original estimates, as well as the impact of higher than forecast inflation
- 3 examining our long term saving proposals and the cost of our services to find more efficiency.

These were challenged by senior management and cabinet, before the Financial Plan was agreed in this format.

This is set out in the diagram:





### 3.6 Changes to the Financial Plan for 2012/13

As a result of new government funding and challenging the Financial Plan agreed by council in February 2011, we have proposed the following amendments:

	Original Financial Plan £m	Proposed 2012/13 Plan £m	Difference £m
<b>2011/12 Net Base budget</b>	<b>329.847</b>	<b>329.847</b>	<b>0.000</b>
<b>Investment</b>			
Our communities and priority services	5.138	5.424	0.286
Protecting vulnerable people	5.071	13.795	8.724
Cost pressures: inflation and redundancies	14.454	10.223	-4.231
<b>Sub total</b>	<b>24.663</b>	<b>29.442</b>	<b>4.779</b>
<b>Savings</b>			
Commissioning and procurement	8.000	4.757	-3.243
Workplace transformation	0.250	0.830	0.580
People: recruitment/policies/costs	3.000	0.000	-3.000
Management review	0.100	0.400	0.300
Increased income above inflation	1.400	0.648	-0.752
Systems thinking cross cutting transformation reviews	13.598	10.494	-3.104
Service efficiency reviews	9.915	11.723	1.808
Re-profiling of investments	0.000	3.782	3.782
<b>Sub total</b>	<b>36.263</b>	<b>32.634</b>	<b>-3.629</b>
<b>Net requirement 2012/13 budget /</b>	<b>318.247</b>	<b>326.655</b>	<b>8.408</b>

### Funding available

Overall the Financial Plan remains broadly in line with our assumptions 12 months ago. The key changes follow:

- We will receive £8.408 million more income than we forecast due mainly to a £5.479 million one-off Council Tax freeze grant for 2012/13; in addition the number of Council Tax properties has increased above our forecast estimated to bring in £0.9million of additional tax monies. £1.6 million more Council Tax has been collected than forecast due to better than projected payment rates.
- The additional money has meant we have had to find slightly less (£3.6 million) savings; £32,634 million compared with a target of £36,263 million, although our cost base has increased due mainly to a continued greater than forecast increase in vulnerable adults and children requiring care, as well as inflation.
- Our profile of savings has changed to reflect a lower target for procurement. The original forecast included savings from schools and capital spend. Whilst these savings will be delivered, they do that do not affect the calculation of Council Tax. Greater savings have been found from service efficiencies.

### 3.7 Assumptions for 2013-16

In setting a four year financial plan for 2011-15 we took account of the coalition government's Comprehensive Spending Review (CSR) announcement in October 2010 that planned a 28% reduction in our central government grant funds over that period.

Subsequently, the government announced that the majority of this reduction was to be in the first two years ([section 3.1](#) of this update). Since then, the new grants that have been issued have helped with the reduction in funding.

Looking forward, there are two key events that we know will impact significantly on Wiltshire Council's funding in the next three years:

- A new funding formula will be announced in the autumn/winter 2012
- There will be a national election by May 2015.

In relation to the new funding formula, the current Secretary of State for Communities and Local Government has announced that the changes will mean no council is worse off.

At this stage we have made no further changes to our assumed longer term Financial Plan (2013-15) other than to amend it for changes noted in this update.

We have taken the decision not to extend the Plan to cover 2015/16 until the funding formula has been announced and we can assess the impact a national election may have on subsequent years.

The updated Financial Plan Summary with changes for 2012/13 is set out at [Appendix A](#) to this updated Plan.

## 4 2012/13 plans to reprioritise what we spend

### 4.1 Making savings and reprioritising spend

As set out at [Section 2.1](#) of this report, we estimate our overall income from Council Tax and Government Grant will reduce by a net £3.2 million in 2012/13.

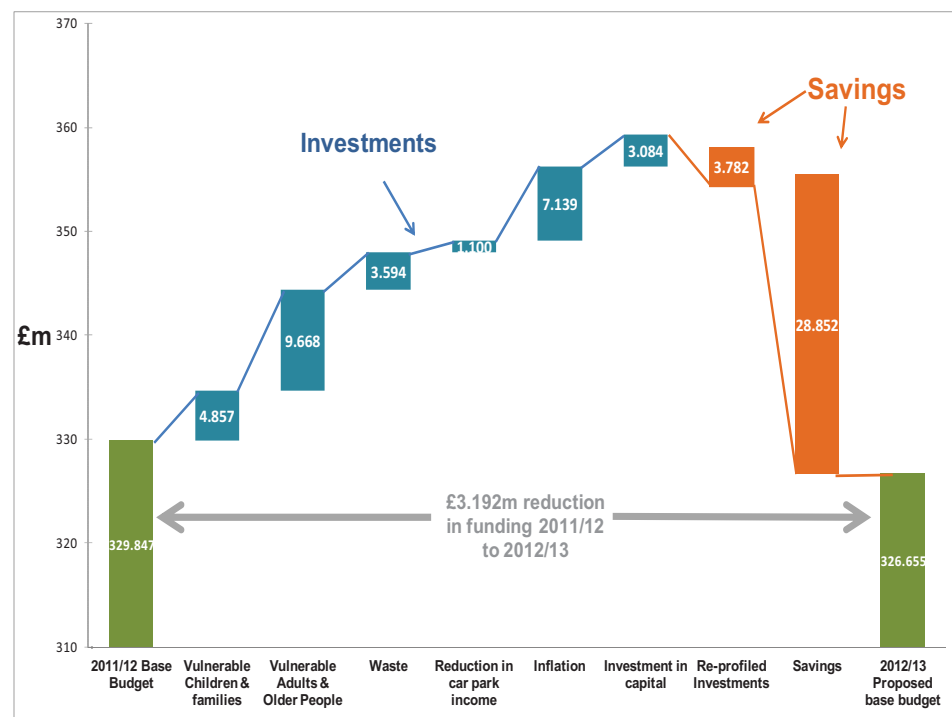
This is better than we forecast in February 2011. This is largely due to one-off, unringfenced grant funds (Council Tax Freeze).

In addition, we have sought to challenge all of our planned investment and we now feel that some of this spending can be re-profiled without impacting on our Business Plan.

We needed to do this as we have identified higher costs than we forecast in February 2011 due to higher prices arising from the current high rates of inflation and a greater demand for our care services (set out in more detail at [Section 4.4](#)).

Our savings target overall, despite this, remains high at £32.634 million. This is because we face continued growth in our costs and we are reprioritising where we invest and spend your money to meet the services Wiltshire requires to deliver sustainable communities.

Changes between 2011/12 and 2012/13 are illustrated below:



Prior to the government changes to Local Authority spending in 2011, we were funded from over one hundred different specific ring fenced grants. This meant that much of our spending was dictated by central government.

However, the formula to distribute those monies was not reflective of our need, a fact recognised by the proposed changes to the way we will receive future government funds.

One of the key issues was that allocations for older people were weighted lower, yet we have one of the highest growing over 65 year old populations in the country. In addition, the extra spend often needed to sustain rural services, from fuel costs to bus services and broadband development, was not fully provided for.

With the changes to government funding and the lifting of restrictions and burdens on how we spend your money, we are now starting to reprioritise our spending to those areas of greatest need, such as protecting vulnerable adults and children.

But we have to remain within budget.

Therefore, what we have been doing in recent years is finding more savings from lower priority areas and efficiencies to fund the gap in our overall money and, more importantly, reprioritise spending where you tell us you want and need it.

#### 4.2 How are we delivering our savings?

Overall we need to identify £28.852 million of savings to deliver services within our available funds. We calculated this as follows:

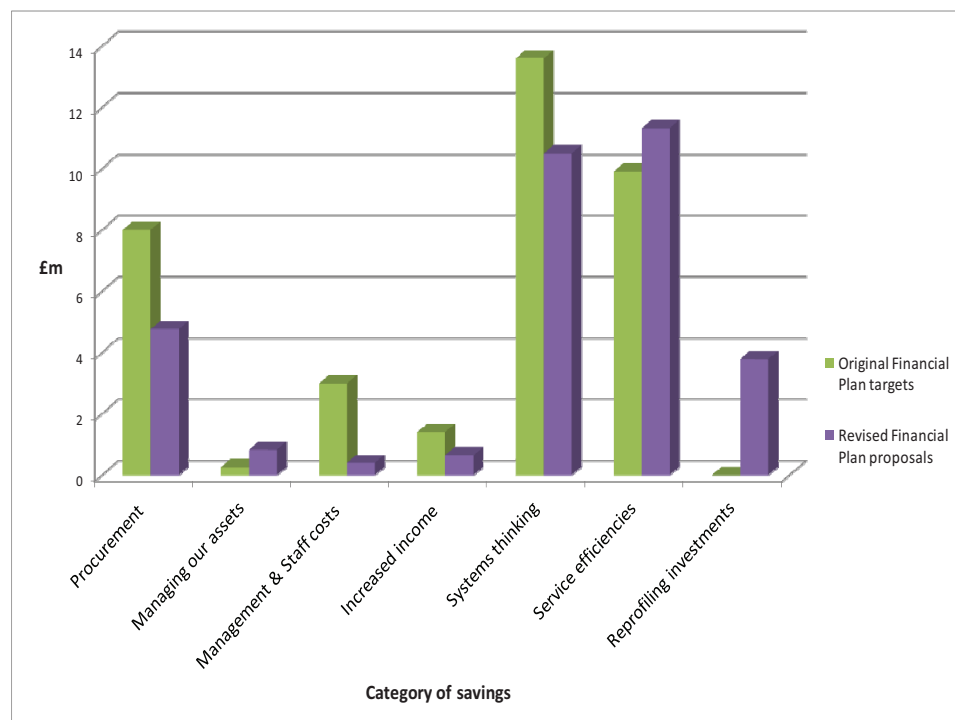
	£m
2011/12 Base budget	329.847
<b>Plus</b>	
Investments net of re-profiling (£29.442m - £3.782m)	25.660
Total requirement without savings	355.507
<b>Less</b>	
Funding available	<b>326.655</b>
Savings required =	<b>28.852</b>

We set out our plans to deliver savings in the four year Financial Plan in February 2011. The savings are in six categories:

- Procurement
- Systems Thinking and service efficiencies
- Management costs
- Assets
- Income

In 2011/12 we identified £31 million of savings through this process, with £4.6 million of proposals agreed for 2012/13.

For the remaining savings we set targets for where these would be found and since February 2011 we have been working hard to identify the remaining £24.6 million (£28.9 million less £4.3 million in the six categories). As a result of this work we have revised some of the targets within the original plan as follows:



**The main changes are in relation to:**

- **Procurement (-£3.2 million)**

The original forecast included savings from schools and capital spend. Whilst these savings will be delivered they do not affect the calculation of council tax.

- **Managing our assets (+£0.6m)**

We are proposing to close more buildings sooner due to the success of our IT and flexible working policies.

- **Management and staff costs (-£2.6m)**

We have secured £3.1 million of savings from renegotiating staff terms and conditions. These have been accounted for in 2011/12. The remainder of the planned savings have been included in service efficiency reviews.

- **Income (-£2.8m)**

This is to reflect the economic downturn and the volatility of our price increases on usage and take-up of our services.

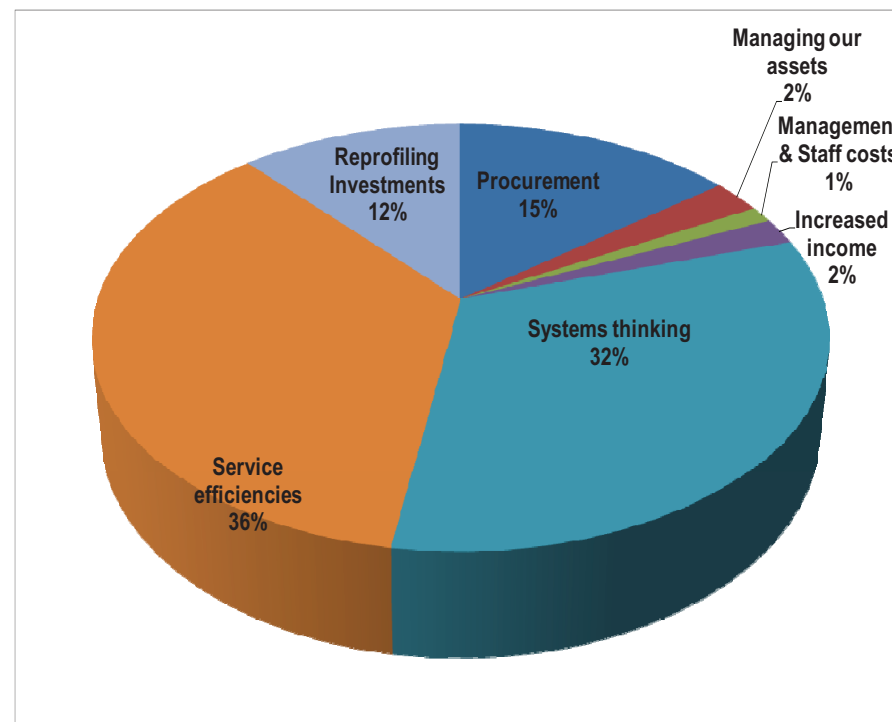
- **Systems thinking and service efficiencies: (-£3.1 million and +£1.8 million)**

Our experience has shown that cross cutting reviews can take longer to deliver savings. We have invested in training over 200 managers and staff on systems thinking. The benefits of that investment have resulted in an increased level of service efficiencies year on year which will compensate for the shortfall on the original savings target for systems thinking.

- **Re-profiling of investments (+£3.8 million)**

Investments such as redundancy reserves are no longer needed in 2012/13 as these can now be funded from other sources. The investments planned in the original Finance Plan can therefore be reduced or moved to later years.

**The three main areas of savings are:**



The saving proposals have been assessed and advice has been sought from HR, finance, legal and performance and risk to ensure they all are deliverable. They are set out in the following sections and in more detail at Appendix C.

### 4.3 Delivering the procurement savings

Over recent years we have saved a lot of money through better commissioning and procurement, and we are continuing to improve our contract management. In the last 12 months we have delivered over £6 million of savings and strengthened our contracts register, governance and procedures.

In our Financial Plan we identified an initial target to deliver £36 million of savings from procurement by 2015. The first year has shown that whilst significant savings can be found not all will come from our General Fund. In 2012/13 we have identified savings from better procurement of goods and supplies funded by the HRA, our capital programme and schools grant.

We have also found that when you identify a saving as being that of corporate procurement it can adversely deflect ownership of the savings target from service areas. As a result, we have revised our Financial Plan targets to reflect this. Two thirds of our target for 2013-15 will come from services rather than corporate contracts. The overall target remains the same, ensuring the Financial Plan at Appendix A remains balanced overall.

The focus of our procurement work remains the same as set out in the original plan. That is, to up-skill managers with commercial tools and techniques and to introduce strong governance requiring that all purchases must be challenged corporately. In addition, the Corporate Procurement Team (CPT) will focus on delivering ‘pure’ procurement savings through more efficient procedures, compliance and benchmarking of activity.

This makes up nearly half of the target in 2012/13 as set out below, and will form the basis of 100% in future years in relation to procurement savings.

**The 2012/13 procurement savings proposed are:**

Service	Saving 2012/13 £m	Description
<b>Older people</b>	2.435	Continuation of savings from improved efficiencies in the provider market for services that help people to live at home and nursing placement contracts
<b>Mental health</b>	0.087	Nursing placements contracts currently going through a tender process are assumed to save 3% against budgets for 11/12

Service	Saving 2012/13 £m	Description
<b>Highways</b>	0.015	Part year saving from Highways and Amenities advisory contract due to be let December 2012
<b>Public transport</b>	0.120	Re-tendering of transport contracts where operator may run commercially or at a lower price
<b>Transform-ation</b>	0.100	Full year saving on the Term Maintenance Contract
<b>Corporate</b>	2.000	Stronger controls and compliance with contract procedure rules and monitor all spend, with a focus on purchases below £5,000 to challenge the need and drive better contract prices.
<b>Total</b>	<b>4.757</b>	



#### 4.4 Delivering service efficiencies

Council took the decision to take £4.182 million of savings in 2012/13 from service efficiencies. These were:

Saving	2012/13 savings £m
Continued savings from efficiencies in business and administration support in children's services.	0.361
Savings agreed by council in February 2011 to integrate Connexions services into schools in line with central government changes.	0.417
Savings agreed by cabinet September 2011 as part of 11-19 Commissioning Strategy	0.450
Improvements in the building costs flowing from the improved management of assets under the 'Older People Accommodation Strategy'.	0.328
Continued review of mental health management contracts.	0.164
Continued library systems review and efficiencies	0.168
Continued efficiencies in local highways and Streetscene including fleet, grounds maintenance and restructures	0.623
Continued challenge and review of support for non-efficient bus routes	0.260

Saving	2012/13 savings £m
Development control restructure of admin / system team following implementation of new system	0.090
Full year impact of IT restructure and harmonisation of technologies.	1.000
Full year impact of restructures in 2011 in finance, property and business support.	0.321
<b>Total</b>	<b>4.182</b>

The remaining £7.541 million (£11.723 million less £4.182 million) of service efficiencies will be found in the summary as follows, and are shown in detail at [Appendix C](#).

Ref	Service	Saving 2012/13 £m	Description
DCE 4	Early Years (EY)	0.478	Following a review of how we deliver this service, we plan to keep open all children’s centres and reconfigure the Early Years (EY) and childcare workforce to support EY settings across Wiltshire. This is a result of changing legislation and realignment of teams in the two-hub model operated across the rest of children’s services. This will result in a reduction of staff by 14.48 fte posts of which 4.5 fte are currently vacant. Consultation on this process has begun.
DCE 5	School improvement	0.235	Deletion of vacant post and brokerage of support with schools. This saving was agreed in the 2011/12 Business Plan
DCE 6	Business support	0.100	Review of former local education teams (business support) in line with review of services being supported.

Ref	Service	Saving 2012/13 £m	Description
DCE 7	Targeted school and learner support	0.293	Due to loss of national funding we will reduce the local collaborative partnership team and identify savings within the budget for home to school transport for pupils with special educational needs.
DCE 10	Integrated Youth Services (IYS)	0.915	Savings have been made in line with the 11-19 strategy which enabled the council, working with community areas and boards, to make a commitment to retaining open access youth provision in all community areas. The strategy ensures that resourcing is not duplicated when others have the responsibility to deliver. It enables the council to target its resources on earlier intervention and the most vulnerable young people: those with disabilities and those who are not in employment, training, and education. It is set alongside schools picking up their new duty to provide impartial careers’ information and advice and guidance.

Ref	Service	Saving 2012/13 £m	Description
DCE 12	Policy and performance	0.051	Service restructure.
DNP 1	Highways and streetscene	0.150	£0.150m from restructuring the Local Highways and Streetscene client team.
DNP 6	Highways strategic	0.525	Carry out strategic streetlighting review and implementation to reduce energy costs.
DNP 15	Education transport	0.030	First year savings generated from 2011 cabinet approved withdrawal of denominational transport.
DNP 16, 17 and 18	Waste	0.600	Due to new recycling collections, bring sites across the county will be reduced to a strategic network, and plastic and cardboard collection facilities removed from bring sites in the North and West, saving £0.270m. Further recycling reductions will save £0.145m. £0.185m will be saved from the reduction in education and behavioural change, and consultancy, budgets.

Ref	Service	Saving 2012/13 £m	Description
DNP 19	Leisure	0.100	Staff management savings, driven primarily by the harmonisation of the service, through the realignment of resources.
DNP 22	Development Services	0.060	Removal of discretionary budgets that have remained unused in recent financial years.
DNP 25	DNP Management support	0.115	Rationalisation to providing business support to services.
CEX 5	Public health and public protection	0.450	Reduction to the community safety partnership reduction in supplies and services and further minor restructuring.
CEX 2-4	HR and finance	1.181	Majority made through restructure and removal of vacant posts. Review of learning and development function and delivery across the council to deliver ongoing savings and improvement.

Ref	Service	Saving 2012/13 £m	Description
DTR 5	Information services	0.297	This will be additional to the £1m saving outlined and agreed in 2011/12. The programme will go further and faster with regards to application consolidation and telephony savings, as well as further harmonisation of existing technologies.
DTR 3	Business services	0.321	Restructure and removal of vacant posts
-	Target	1.640	We see one of our duties is to look for savings right through the year not just in February. This represents 0.6% of our net spend, and is provided for in the reserves.
	<b>Total</b>	<b>7.541</b>	

#### 4.5 Delivering system thinking savings

We know we have to work differently if we are to reprioritise our spending and work within the new financial constraints.

A systems thinking approach focuses on designing the service, systems and processes around the needs of our customers.

‘Waste’ in the system is removed and the various ways in which we respond to customers is understood and controlled.

This leads to a reduction in costs, as well as improved performance.

This approach helps managers and staff to think differently about their service so that improvements are sustainable and can continue to be made. In 2012/13 we will make the following savings from applying this approach; the detail is set out at [Appendix C](#).

Ref	Service	Saving 2012/13 £m	Description
DCE 1 - 3	Commissioning and performance / children’s social care	0.340	Improve co-ordination, processing and placement of social care referral and assessments.

Ref	Service	Saving 2012/13 £m	Description
DCS4	Older people	4.800	Continuation of the service redesign of home care and payments by results.
DCS 5 and 6	Learning disabilities and physical impairment	0.828	Service redesign of ‘Adults of Working Age’, alongside new tender of services.
DCS 8 and 10	Communities and libraries	0.096	Continued review of how services engage voluntary sectors.
DCS 12 - 14	Housing	0.444	Redesign of how housing engages and works with other services to improve workflow, and review of existing budgets.
DNP 27	Highways and streetscene	0.100	Restructure of the enforcement and events team
DNP7 , 9 - 11	Highways strategic services	0.190	Redesign of services

Ref	Service	Saving 2012/13 £m	Description
DNP 13	Education Transport	0.080	Better logistical planning of journeys to reduce contract costs.
DNP 20	Economy and enterprise	0.366	Service restructure and redesign
DNP	Across all DNP service lines	0.950	In addition to streamlining common themes across services, Service Directors will be working on proposals to radically redesign and harmonise services, Savings on miscellaneous and discretionary budget lines equate to £0.350m, with proposals for rationalisation by Service Directors confirmed at £0.600m. The savings will be taken from the service line affected during the 2012/13 financial year.
CEX	Law and governance	0.200	Service reviews of complaints and information requests and more efficient use of legal services.

Ref	Service	Saving 2012/13 £m	Description
-	Capital financing	0.100	To save £0.100 million revenue by removing the unallocated amount in the capital programme for investment on carbon reduction projects, and thus the requirement to finance the borrowing. Individual projects will be delivered on a business case by case basis e.g. Biomass boilers in schools.
-	Buildings	1.000	Standardisation of hubs and facilities
-	Admin	1.000	Rationalisation and standardisation of administrative support to all services.
	<b>Total</b>	<b>10.494</b>	

#### 4.6 Delivering asset savings

Following the move to one council we have been reviewing our properties and assets to determine the cost, use and quality of the buildings we own. We have begun to safely integrate certain activities from ninety five buildings and offices to four main hubs. The aim is to improve access to our services and reduce our building costs. This includes;

- The complete refurbishment of County Hall in Trowbridge to include a new library, cafe and community space and the refresh of other buildings
- The delivery of over 2,000 full home working solutions
- The provision of full VoiP telephony and video conferencing facilities for all staff and members who require them
- The establishment of a new customer access centre in Devizes Town Centre.

We had already assumed the continuation of this would deliver £0.250 million in 2012/13. However, the success of the first year of implementation and our plans for 2012/13 will deliver £0.982 million.

The detail of the 2012/13 savings proposed are:

Service	Saving 2012/13 £m	Description
<b>Transformation</b>	0.630	<p>We will bring forward the planned closure date of Bradley Road to late 2012. We are likely to dispose of both Browfort and Urchfont Manor in late 2012.</p> <p>Full year recurring savings in 2013/14 should be near to £1m.</p> <p>In Devizes we will move customer access into the Town Centre to improve access and do our part in helping with trade and the occupancy levels of the town's units.</p> <p>We will seek an alternative organisation to relocate to the current Browfort site to further bolster the local economy.</p> <p>For Urchfont Manor we will look to sell this on the open market.</p> <p>The plans for Browfort will reduce the call on funds required in our capital programme and deliver further revenue savings by avoiding the cost of planned borrowing.</p>

Service	Saving 2012/13 £m	Description
Trans-formation	0.200	With the transformation programme moving forward at a pace, the call on reactive maintenance will lessen. Therefore, an ambitious target to reduce this budget has now been set.
<b>Total</b>	<b>0.830</b>	

#### 4.7 Management savings

We have avoided £3.1 million of costs through negotiated agreement with Trade Unions for changes to certain staff terms and conditions. Added to this sum is an assumption that there will be a nationally agreed local government pay freeze in 2012/13.

We have already taken action to implement a decision to reduce the senior management team which will deliver a full year saving of £0.400m in 2012/13.

#### 4.8 Additional income

We have assessed all our income streams based on the experience of price increases in 2011/12 and on the demand/usage of our services. In some instances they remain largely unaffected, for example leisure services. In others there was a clear correlation between the economic downturn and our level of income, such as car park income. As a result, we have sought to reduce or freeze many of our charges at 2011/12 prices. This has meant we have had to reduce our target by £0.752 million, and we will subsidise the additional cost of those services in 2012/13. This is discussed in more detail at Section 6.

We have not implemented changes while we fully assess the effects in 2011/12, but we will bring forward a revised policy on fees and concessions in summer 2012.



#### 4.9 Managing the cash flow of our investments

In our original Plan we took decisions to reprioritise our spending and invest an additional £14.294 million in 2011/12 in key services, with a further £11 million in 2012/13 and £8.942 million in 2013-15.

We remain committed to our investment plans. We have, however, sought to manage our funding and spending of those investments effectively to ensure your money is spent wisely, and at the right time.

As a result of that review, we propose re-profiling £3.782 million of investment spend to 2013/14 in the following areas:

Investment	2012/13 Proposed Spend £m	Reason for re-profiling
School improvement	0.200	Transfer some of the activity to schools, brokering them to work together and introducing charging for certain development support services that are not a statutory requirement.

Investment	2012/13 Proposed Spend £m	Reason for re-profiling
Children's social care	0.500	We have shifted our focus to providing intensive preventative measures to support looked-after children to develop.
Digital inclusion	0.232	External funding becoming available in 2012/13, the council will move its funding to later years, but is still committed to the full £4m in the original Financial Plan. In addition, any under spent monies from 2011/12 will be carried forward.
Redundancy costs	1.750	We expect to manage much more of the reduction in posts through vacancy management.
Housing PFI	0.050	The successful conclusion of Phase 1 means we can reduce this commitment. Funding for Phase 2 will continue for 2012/13, but is no increase to our plans.

Investment	2012/13 Proposed Spend £m	Reason for re-profiling
Big Society	0.800	We are developing plans to work with communities over future delivery models, as well as with area board grants, and we will await the outcome of that review to assess the need for continuing with this investment
Energy efficiency	0.250	The majority of the council's properties are captured under the transformation programme which is the main catalyst to deliver the 40% carbon reduction target. Future projects can either be delivered on a case by case basis, clearly outlining returns where applicable e.g. biomass boilers in schools, or through alternative financing arrangements e.g. Green Deal.
<b>Total</b>	<b>3.782</b>	

## **5 Our investment in sustaining Wiltshire – revenue and capital**

### **5.1 Overview**

The council receives the majority of its money from Council Tax payers, government grants, capital receipts and housing tenants.

It is required to account for this spending through three different accounts:

1. the general fund (revenue)
2. capital programme (capital monies)
3. Housing Revenue Account or HRA (council-owned housing monies).

We have traditionally presented three separate reports on these areas to council, yet all of this spending relates to one thing – investing in doing what’s best for Wiltshire communities. This year we have combined these three areas into one report that explains how we intend to make improvements in Wiltshire. This includes investment to improve our roads, facilities, economy, housing and schools, as well as protecting the vulnerable in our county.

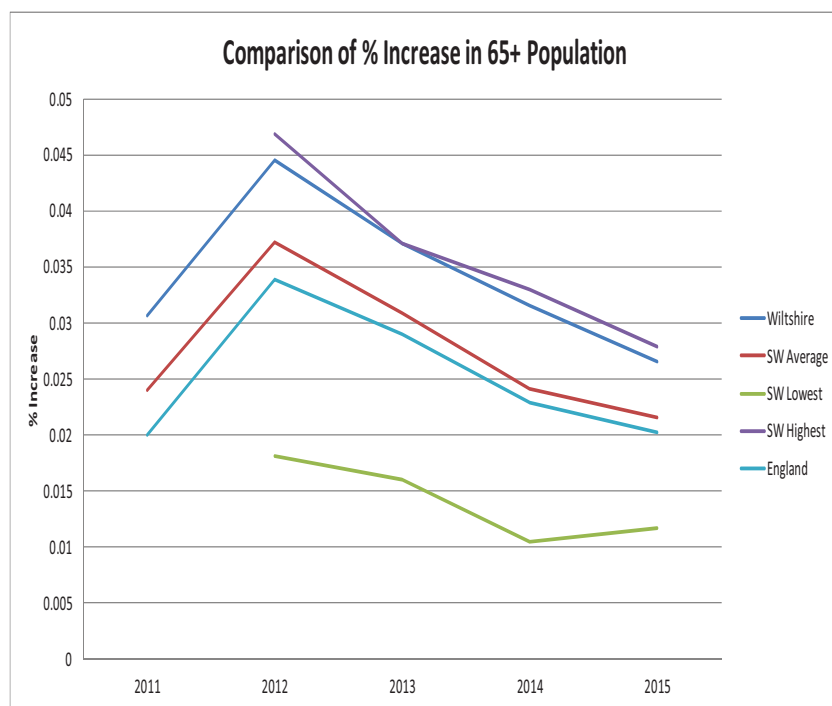
The following sections set out what we will be investing in 2012/13 and beyond in these areas. The funding of these is covered in more detail in the later sections of this plan (see sections 7, 8 and 9: [Schools](#), [HRA](#) and [Capital Programme](#) respectively).

These plans in the next three years set out spending over £273 million capital and £77 million revenue in Wiltshire. We are working to ensure that as much of this spend is retained in the county through both local businesses delivering the work, and the resultant spend in local businesses.

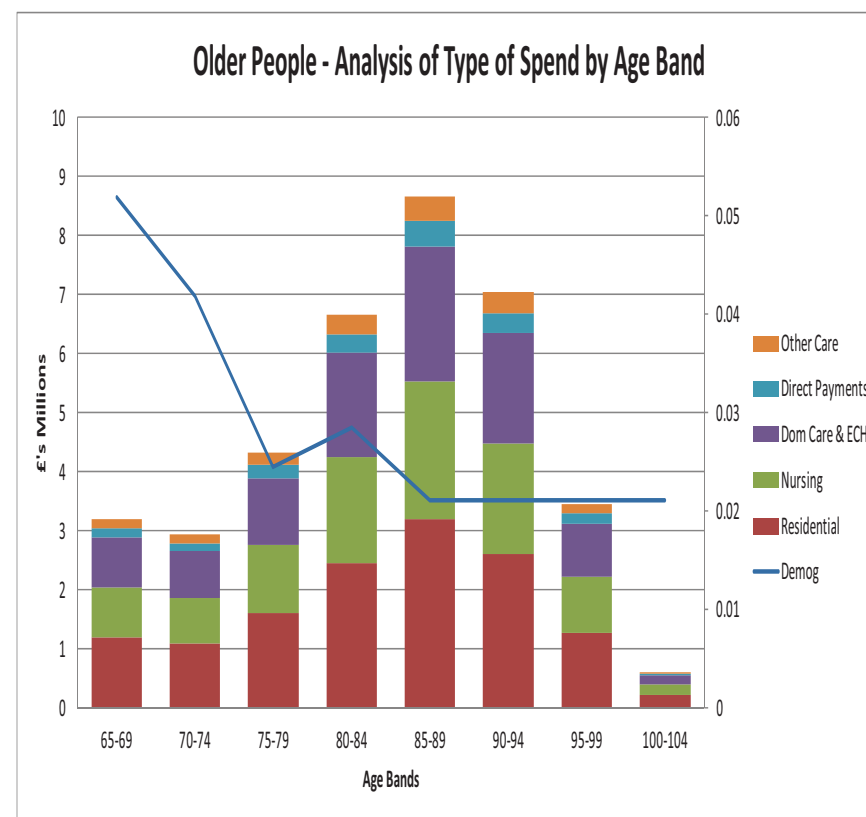
### **5.2 Revenue investment in services – older people, vulnerable children and waste**

#### **Older people**

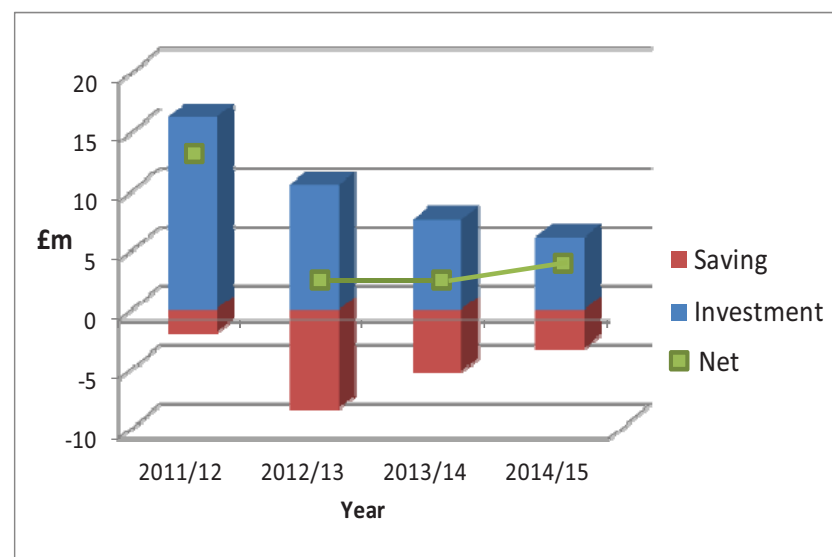
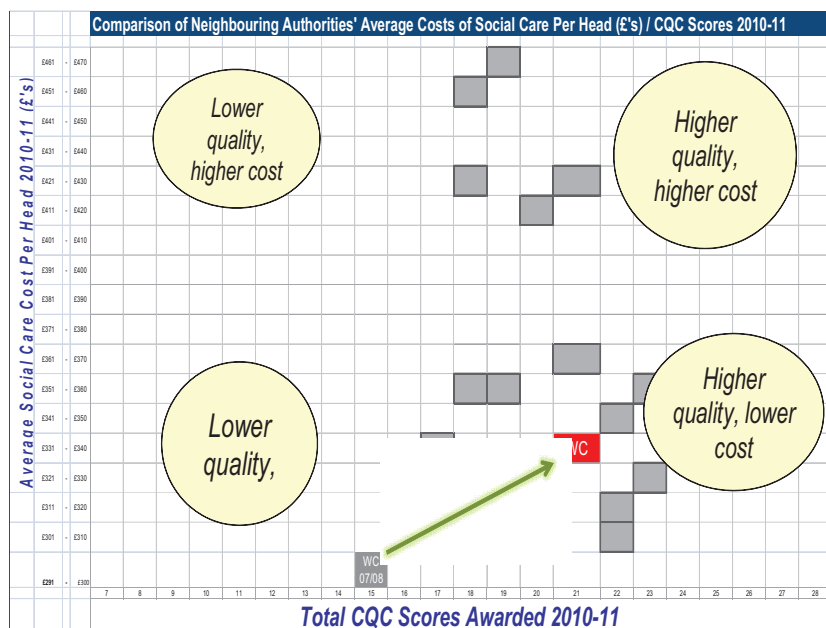
In Wiltshire we have a higher percentage increase forecast in our over 65 and 85 year old population than most of our comparative authorities. It is also significantly higher than the national average:



Whilst projections show the scale of the increase will reduce, an increase will continue. We also know that in Wiltshire the majority of our spend goes on over 85 year olds. It is a fact that people live longer in Wiltshire and our profile of costs shows that significant costs are incurred in ensuring the quality of life for our residents. We also know that the current 65 to 75 year olds will continue to need our services. We need to invest significant sums for that future care.



We are doing everything to contain these costs and provide value for money. As a result we have seen our externally adjudged performance in looking after vulnerable adults improve, but our costs remain low as shown.



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We are committed to maintaining this investment, at the same time striving to seek efficiencies in the way we look after our older people in Wiltshire. In the next three years we plan to cumulatively invest gross £118m, which after securing £46m of savings will result in a cumulative net £71m:

## **Vulnerable children and families**

Wiltshire Council has a unique role in bringing together all services for children in a local area so that every child is ready and able to benefit from high quality education. We have a particular role in supporting vulnerable children.

The number of looked-after children has continued to increase, rising from 313 in 2006 to a projected 421 by end of 2012. This 34.5% rise is due to a multiplicity of factors and is echoed across the country as all authorities respond to the pressures of the economic downturn, the increase in vulnerable adolescents and the increase in child protection referrals.

Last year we invested £0.675 million in supporting in-house foster care and adoption allowances. We do not see the trend of increased numbers reversing in 2012/13 and we will be investing an additional £0.561 million to provide for 6,933 additional nights of external support and 12,105 additional nights in Wiltshire placements.

We have also provided for an additional £0.562 million of contract inflation in our residential and foster placements and will be investing £0.150 million in new provision, the Aspire

Centre, to enable intensive support for looked-after children. That is a total investment in this area of £1.910 million.

A new family support service will start in April 2012 with the aim of providing earlier intervention to families with complex needs who do not meet social care thresholds. This should reduce referrals to social care. This will be supported by the increased Early Intervention Grant to support working with complex and vulnerable families and to build capacity for the provision of free child care for vulnerable two-year olds.

We will also continue to invest in our children's future education and attainment. Last year we invested £0.270 million, and we planned to invest a further £0.730 million in 2012/13. The changing landscape of schools, with moves to academies, sees us change our planned investment downwards by £0.200 million to £0.530 million. This is to reflect the transfer of funds to the new academies. We will continue to work closely with all schools to secure improvements in attainment.

We will also be investing £0.510 million to support developing provision for two-year olds and £0.900 million in families with complex needs.

In total we will be investing £3.850 million in our vulnerable children’s futures. That is a further £0.978 million on top of the amount we invested in 2011/12, and £0.543 million more than we had planned in our original Financial Plan.

## Waste

One of our key priorities is to divert waste from landfill to reduce the local and global environmental impact and, in the medium to long term, secure significant cost savings for residents through the reduction in payment of Landfill Tax.

In addition, there is a need to harmonise waste collection and recycling arrangements to provide a consistent service across Wiltshire.

We have begun to deliver this, and in 2011 we saw the harmonisation of how we collect waste with the roll out of new recycling bins. This will require a net investment over the life of our business plan in the base budget of £9.2 million.

That is £27.1 million of cumulative investment over the period 2011-15. In 2012/13 we will continue that investment by providing for gross investment of £3.594 million:

- £2.763 million for improved collection and recycling, including fleet costs
- £0.831 million for contract inflation and landfill tax.

This will be offset by £0.6 million of savings in 2012/13 (as set out in [section 4.4](#)).

## 5.3 Capital Infrastructure – housing, schools, campuses and highways

### Housing

Vital to securing the long term sustainability of our communities and businesses is ensuring that Wiltshire is able to provide sufficient numbers of good quality affordable housing. We predict in the next 10 years we will require over 3,800 homes to meet the need for affordable housing.

Whilst this is in line with other authorities’ experience and we continue to manage homelessness well, in the next three to five years we will be spending more money to deliver more

homes. Our Business Plan target remains to enable the development of 450 new affordable homes each year.

We are working to secure this need on two fronts. Firstly, with our providers, we have secured £53 million of Private Finance Initiative (PFI) funding to build through a local provider 242 affordable rented homes across the west of Wiltshire. A further 108 homes will follow in Phase 2 through a further £24 million of PFI credit. All 350 are planned to be built by 2015.

This is on top of 450 homes built by our partners in the last 12 months and 1,000 homes planned to be built by them in the next three years.

Secondly, in 2011 the government announced it was changing the way it funds council owned homes. Instead of an annual payment of subsidy, this will be replaced with a one-off debt settlement. This means we will borrow £119 million in 2012 and recover the debt from annual rents. This will result in us having greater ability to spend more money in improving the conditions of our current housing stock. Over the next six years, we will carry out around £55 million of major refurbishment works to provide improved:

- Bathroom and kitchen facilities
- Heating and energy efficiency schemes
- Improvements to communal areas
- Increase to current provision for disabled adaptations
- £4million for sheltered housing remodelling
- Pitch roof conversions
- Asbestos removal

Over the following 20 years we will spend around an additional £185 million on further maintaining and improving our homes.

### **Schools**

We continue to invest in our school buildings. During the summer, the Department for Education (DfE) informed all Local Authorities that they will commence a privately financed capital programme, called the Priority Schools Building Programme, to fund re-building for those schools across the country which are in the poorest condition.

In November cabinet took the decision to express an interest to bid for monies to fund building for three schools for submission: Matravers School in Westbury; Stonehenge School in Amesbury; and Wyvern College in Salisbury.



These schools have condition surveys that would support their application and were seen as a priority under the previous rebuilding scheme, Building Schools for the Future (BSF). We are awaiting the outcome of this bid.

In addition, the council receives capital grants to maintain and repair its schools. In 2012/13 we have £41.2 million allocated, compared to £37.8 million in 2011/12. Whilst we do not yet know the level of grant funding for 2013-15, we do expect the current grant regime to continue.

### **Campuses**

Becoming a unitary council has given us a real opportunity to rationalise and make better use of our assets. We want to have buildings that are fit for purpose and provide better value for money, both for our communities to use and our staff to work from. We are already working on rationalising our offices, with our established plan to reduce from 95 operational buildings and offices to three main hubs to save £85 million over 25 years. Our Bourne Hill offices in Salisbury have won several national awards for design and practice.

Given the scale of continued savings required and the excellent success of our flexible and joint partnership, as well as our plans to integrate our facilities in with community, we intend to make £1 million more savings a year from 2013 by reducing this further to just three hubs with the closure of our Browfort offices.

With these savings we are investing in modern and sustainable local community facilities – campuses. These are being designed by the local communities. In December 2011 we set out how we will spend £35 million in the next two to three years to deliver the first three new campus facilities at Corsham, Salisbury and Melksham. These will provide state of the art leisure and community facilities by 2015 at no extra cost, and achieve a 40% reduction in carbon emissions.

## Sustainable highways infrastructure

We know from consulting local residents and businesses that roads are a top priority. In 2011/12 we spent £18.7 million on maintaining and improving our highways infrastructure, plus £3 million on winter maintenance through a one-off government grant. By further investment in our roads we aim to reduce the backlog of maintenance by 10% over the next four years. We will continue with this commitment and increase our capital spend to £18.3 million in 2012/13. We will also continue to invest in improving accessibility, especially when there are economic and/or environmental benefits. We will also continue to lobby for improvements to our key networks, such as the A303 and A350, along with rail links.

## 5.4 Economy and digital inclusion

The economy is changing at both national and local level. Wiltshire is responding to both its own ambition to promote Wiltshire as a preferred destination for businesses and to cope with the considerable number of public, private and voluntary sector job losses in the short to medium term.

Skills and retraining are going to be vital to help local people to cope with and take advantage of the changes.

That is why we are investing £0.7 million in 2012/13 into new initiatives. Our key actions include:

- Funding the Wiltshire advice line, which provides benefits advice and affordable loans for vulnerable individuals without access to credit
- The provision of employment opportunities for as many unemployed young people as possible through the 'Future Jobs Fund Programme'
- Co-ordinating the response to major redundancies through the Wiltshire & Swindon Area Action Force
- We have also entered into a partnership with the Fredericks Foundation to establish a fund, known as Fredericks Wiltshire, to lend money to businesses with a sound business plan which cannot get support from the mainstream banks.

In 2011/12 we also committed £350,000 to building “start up” units at Royal Wootton Bassett, Ludgershall and two other locations that had been hardest hit by the Ministry of Defence cuts, generating a further £0.718 million of external funding for the project.

In 2012/13 we will spend £590,000 on the capital conversion of accommodation and £300,000 on overheads, including centre running expenses, staff, and business services and running costs.

A bid for a Regional Growth Fund grant developed by the council secured £3.2 million for automotive manufacturer DTR VMS Limited. This grant will lever a further £18 million by the Korean parent company and enable the development of a new research and development centre, manufacturing and logistics facility, safeguarding 195 jobs and creating up to 50 more.

In light of the government's abolition of Regional Spatial Strategies and the introduction of the Localism Act, during 2011/12 additional public consultation was undertaken on the Wiltshire Core Strategy (WCS), in preparation for the final formal stage of consultation programmed for February 2012. The WCS provides the planning policy framework to support

the sustainable development of Wiltshire, facilitating the delivery of new jobs and homes in the period to 2026. Early adoption will ensure that Wiltshire will not be disadvantaged in relation to the New Homes Bonus and will also enable us to become a Charging Authority for the Community Infrastructure Levy (CIL).

The first phase of the WCS has been completed, with the South Wiltshire Core Strategy programmed for adoption early in 2012.

During 2012/13, we will be undertaking the final stage of consultation on the Wiltshire Core Strategy before it is submitted to the Secretary of State for independent examination, in order to adopt the plan by 2013. We are therefore committing resources to deliver the final stages of the Core Strategy preparation and develop CIL in order that growth in our communities is supported by the appropriate infrastructure.

We also recognise that to make our communities and businesses more competitive both in terms of IT skills and in the ability to trade, we have to invest in digital technology across the whole of the county.

We are delighted that on the back of our Business Plan promise to invest £16 million in the Wiltshire Online Project, central government recognised the strength of our bid and the need in Wiltshire. In 2011 we secured £4.5 million of additional funding from Broadband Delivery UK (BDUK).

We will also be looking to industry to invest in the project, making a total of at least £30 million.

The investment from BDUK in 2012/13 means we will be able to defer the profile of our spend. However, the council will still meet the commitment in its Business Plan to invest £2.9 million of revenue over the lifetime of the current plan (2011-15) in order to fund the £16 million of capital investment.

As a result of this investment, we plan to have a provider in place to deliver the programme by April 2012, providing superfast broadband to 85% of homes and businesses Wiltshire-wide by 2015.

## 5.5 Summary

Our vision is built around strengthening our communities. We are proud of the way we are working with our communities to deliver this vision and in our four year Business Plan, we will be investing £349.8 million in key areas to help strengthen our communities:

Wiltshire Council net Investment in:	2012/13 £m	2013/14 £m	2014/15 £m	Total investment base budgets / £m
<b>Capital infrastructure</b>				
Affordable homes and social housing	13.5	16.2	11.6	<b>41.3</b>
Schools	41.3	19.4	12.2	72.9
<b>Campuses</b>	35.0	19.9	8.5	<b>63.4</b>
Highways* <sup>1</sup>	18.7	18.7	18.7	<b>56.1</b>
Other	14.7	16.3	8.2	<b>39.2</b>
<b>Sub total</b>	123.2	90.5	59.2	<b>272.9</b>
<b>Services</b>				
Protecting vulnerable adults, children and families	13.8	6.5	4.0	<b>24.3</b>
Investing in our communities	5.4	2.5	0.3	<b>8.2</b>
Inflationary costs	10.2	16.0	18.2	<b>44.4</b>
<b>Sub total</b>	29.4	25.0	22.5	<b>76.9</b>
<b>Total</b>	<b>152.0</b>	<b>115.5</b>	<b>81.7</b>	<b>349.8</b>

\*<sup>1</sup> This includes £3.7 million of one off winter maintenance grant

## 6 2012/13 fees and charges

### 6.1 Setting fees and charges

The council has discretion as to whether it sets fees and charges, and how much it charges over the majority of the services it provides.

There is a small number for which the requirement to charge and the level of fees are dictated by central government. Over the last twelve months we have listened carefully to what our residents and businesses of Wiltshire have said in relation to the levying and level of fees charged by the council.

We had originally planned to carry out a detailed review of concessions and charging policies. However the current economic climate and the feedback we have had on our fees has led us to defer this work. Instead, where possible, we have sought to freeze our prices for 2012/13 at 2011/12 rates.

This means that the charges for our directly controlled services ranging from a swimming lesson to the price of a licence to place a skip on a highway, will not increase in 2012/13. Whilst the cost of these services may increase the council will meet these costs and subsidise the increase from reprioritising savings and efficiencies.

In addition, for car parking charges we have reflected again on your feedback and committed to freeze prices for at least the next two years and we have reduced the price of season tickets by 20%.

### 6.2 Increased fees and charges

We have increased certain fees where:

- we have a statutory duty
- Our charges were significantly below market rates
- or feedback stated we should charge for services

As a result, for 2012/13 the following increases/new charges only will apply:

### **Commercial property and farms**

The council receives approximately £1.9 million from its commercial and rural estate. Fees and charges relating to these sites, for example rents, are increased in line with annual rent/lease agreement reviews. As this differs for each property, it is not set out here. The overall increase in this budget from these rent reviews is anticipated at £0.1 million.

### **Commercial waste**

A review of commercial waste was undertaken in 2011 and it was proposed that the full cost of providing the service should be applied.

An increase in the budget has been proposed of £0.406 million, giving a total budget of £2.521 million in 2012/13. However, this is a mixture of increased fees and charges and an anticipated increase in the number of commercial waste customers.

### **Registration service**

Overall, the budget for fees and charges income received for this service has increased by 0.3 %. The majority of fees charged are being frozen for 2012/13; however there will be a 100% increase in the charge for registration of marriages or civil partnerships on a Friday.

In addition to these increases, the service will also be introducing new fees and charges for 2012/13 as a result of new legislation: the Freedoms Bill and the Marriages and Civil Partnerships (Approved Premises) (Amendment) Regulations 2011.

The service is investigating the implications of these new provisions and will bring forward proposals for fees to meet the identified costs. However, the fees are in relation to the removal of the time restrictions for marriages and civil partnerships, leading to evening ceremonies, and the provision of civil partnerships in religious buildings which will require the Local Authority to put in place an inspection and provide a registrar.

## School improvement

Changes to the school systems have created greater opportunities to trade with schools. It is planned to generate £0.365 million more income due to increased trading in this area.

## Passenger transport

Charges for the post 16 transport scheme and for spare seats will be increased by 3.2 % in line with inflation in transport costs.

## Disabled Blue Badges

On 1 January 2012, the Disabled Blue Badge reforms came into effect. These changes include the provision of a new style disabled blue parking badge with inbuilt security features. The badges are now produced centrally by a government provider, for which a charge is levied on local authorities. This charge, together with the necessary increased council administration, has required the council to set a fee to recover these costs. A fee of £10 per blue badge was approved under a cabinet member delegated decision on 17 January 2012.

## Development services

In April 2011, the council implemented charges for its pre- application advice service in relation to development control. It was agreed to review these charges following their implementation and this review is currently taking place. The likely outcome is that some charges will be amended during 2012/13 to better reflect the work undertaken in answering the queries. There is no change intended to the current householder fees; the changes are likely to involve a slight decrease in some residential schemes and an increase in some commercial schemes.

The detail around these charges will be included in future budget monitoring reports to cabinet.

## 6.3 2013-15 fees and charges

We propose to work with overview and scrutiny and local communities to develop a concessionary and charges policy to be implemented by the end of 2012, in time to set the fees and charges for 2013/14. This will take account, amongst other things, of new powers under the Localism Act, new models of delivery for our services, local demand (known and potential) and local income.



## 7 Working with schools

### 7.1 Revenue funding for schools in 2012/13

The Secretary of State announced the schools funding settlement on 13 December 2011. Dedicated Schools Grant (DSG) is allocated on the basis of a Guaranteed Unit of Funding (GUF) multiplied by the number of pupils as calculated by the January schools and Early Years census, and the alternative provision census. The level of funding per pupil is unchanged from 2011/12.

A Minimum Funding Guarantee (MFG) of -1.5% has been applied within the settlement to the delegated schools budget, meaning that no school will receive a cut in its budget of more than 1.5% before any pupil premium is added.

The estimated DSG for 2012/13 is £293,760 million, before any adjustments for academy recoupment.

As schools convert to academy status, a reduction is applied to the Local Authority's DSG to reflect the cost of services that the LA provides to maintained schools free of charge.

This is then paid to academies as the Local Authority Central Spend Equivalent Grant (LACSEG). Unlike the recoupment applied to services funded through the LA funding settlement, the adjustment to DSG is applied in year upon the date of conversion.

Assumptions have been made to estimate the number of schools expected to convert to academy status in 2012/13 and the estimated level of recoupment calculated.

It is estimated that the council's DSG allocation will be reduced by £1.2 million as a result of the LACSEG recoupment. Savings of £1.2 million have been identified in central DSG funded services to offset this recoupment.

Following the schools forum meeting of 19 January 2012, an overall schools' budget of £294,760 million, before any academy recoupment, has been recommended. In order to set a balanced budget the schools' forum has agreed a reduction of 0.19% across all budgets, including the schools' delegated budget, and utilised £1 million from the projected underspend against the 2011/12 DSG.

This budget, therefore, requires no additional funding from the council and is in line with the council's established policy not to top up DSG.

The Secretary of State also announced Pupil Premium Grant (PPG) levels for 2012/13. The PPG is paid by the government in respect of pupils eligible for Free School Meals (FSM), pupils who have been looked after continuously for six months or more and pupils from service families. The grant for FSM pupils and looked-after children has been increased to £600 per pupil (an increase of 22.9%) and the premium for service children has been increased to £250 per pupil (an increase of 25%). The coverage of the premium for FSM pupils has been extended to cover all pupils who have been eligible for FSM at any point in the previous six years.

The Department for Education (DfE) has consulted on a new national school funding mechanism including a national fair funding formula for schools. The outcome of this consultation has not yet been published, but it is anticipated that the new funding regime will be implemented from April 2013.

This will require a full review of the Wiltshire local funding formula for schools to ensure that it complies with the national requirements and it may cause some turbulence in funding for Wiltshire as a whole, and for individual schools, in 2013/14.

## 7.2 Capital funding for schools

At a national level, overall capital funding remains the same as last year £800 million to address the shortage in pupil places and £1.4 billion for maintenance, including £200 million for Devolved Formula Capital (DFC).

The total LA allocation for Wiltshire (including DFC) of £12.116 million compares with an allocation of £17.748 million in 2011/12.

Because a one-year announcement was made for 2011/12, the Wiltshire capital programme assumed a stand still position for 2012/13 and hence a capital budget of £17.7 million. In light of the announcement for 2012/13, this now needs to be revised to the new grant level of £12.1 million.

Allocations for maintenance and devolved formula capital (DFC) for Wiltshire are lower than for the current year because these allocations are in respect of maintained schools only.

As the number of academies in Wiltshire increases, so the capital allocation is reduced. The lump sum and per pupil amounts for DFC are unchanged. The maintenance allocation has been reduced in the same proportion as the DFC although it should be noted that this allocation has also to cover maintenance for all maintained property, including children's centres.

The allocation for basic need covers the provision of pupil places across all state schools in Wiltshire and includes academies and any free schools that may be established. The national total has remained unchanged. However, the methodology for allocating the grant has changed.

In 2011/12 the calculation was based 100% on pupil growth, in 2012/13 it is based 50% on pupil growth and 50% on growth compared with shortfall in capacity. Wiltshire has lost out under this new methodology.

## 8 Housing Revenue Account (HRA)

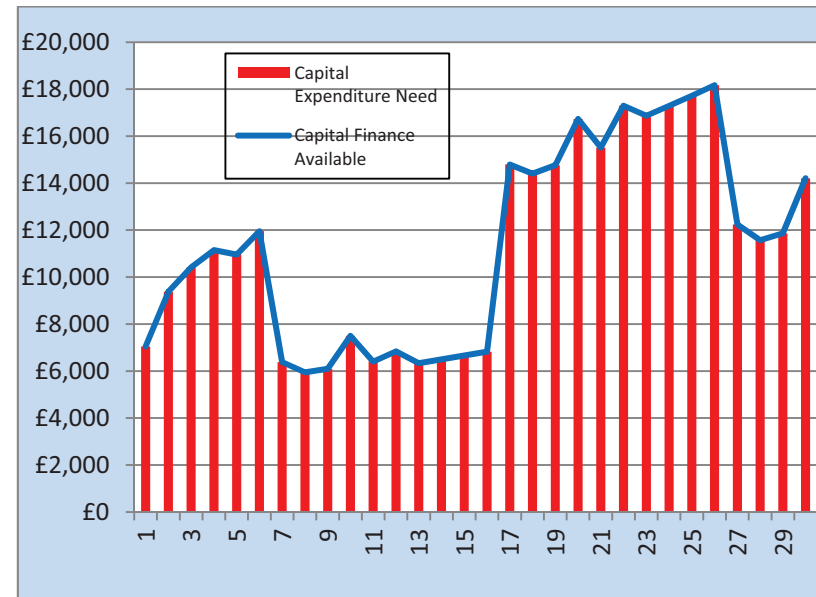
### 8.1 Changes to the HRA funding and capital investment

The Housing Revenue Account (HRA) is a separate account that all Local Authorities with housing stock are required to maintain to record transactions separately. Previously, rent collected has been paid to government and funds returned to the council in the way of annual subsidies from the DCLG.

In November 2011, the Localism Act introduced changes to this way of funding, the HRA replacing the annual payment of subsidy with a one-off debt settlement. Each council will fund this debt from future rents, with the aim being to improve local choices and opportunities and remove the uncertainty of national pooling of annual HRA budgets.

As a result, in December 2011 the DCLG informed us that based on the national formula,, Wiltshire’s debt would be £119.4 million. This means that we now have a higher access to capital financing to carry out greater investment in our houses.

The following graph shows the level of funds available in the next 30 years based on these changes.



This allows for a capital expenditure well in excess of that currently planned under the subsidy regime, with an average of £5-7 million more available a year in the first six years.

The following table demonstrates the provisional resources that could be available over the next five years without inflation being applied. This gives £55.439 million compared with around £20 million forecast under the subsidy scheme.

	2012/ 13 £m	2013/ 14 £m	2014/ 15 £m	2015/ 16 £m	2016/ 17 £m	Total £m
Major repairs reserve	5.977	5.973	5.967	5.962	5.956	<b>29.836</b>
Revenue contribution (RCCO)	3.400	4.189	4.645	4.216	4.443	<b>20.983</b>
HRA Reserves						<b>2.500</b>
Borrowing						<b>2.120</b>
<b>Total</b>	<b>9.377</b>	<b>10.162</b>	<b>10.612</b>	<b>10.178</b>	<b>10.399</b>	<b>55.439</b>

This allows for greater provision to undertake the following types of future major works:

- Heating and energy efficiency schemes
- Replacement bathrooms and kitchens
- Improvements to communal areas
- Increases to the current provision for disabled adaptations
- £4 million for sheltered housing remodelling
- Pitch roof conversions

We are developing, with our tenants, plans to manage our capital plan arising out of these changes.

## 8.2 Rent and service charges for 2012/13

In line with government policy, all councils and registered social landlords are expected to set their rents using the long standing rent restructuring formula to meet a target rent by 2014/15.

The effect in 2012/13 is to increase the formula or target rent by £4.77 per week (6.1%). Applying the transitional arrangements means that the average rent increase for April 2012 will be £5.16 per week calculated on a 50 week basis, or 6.4%. At individual property level, rent increases range from 4.6% to a rise of 8.8%, with no rent increasing by more than the national maximum of RPI plus 0.5 % + £2 per week, from last year's rent.

Whilst we have no control over the national rent formula, we recognise the considerable pressures currently faced by many of our tenants due to the ongoing economic climate. As such the proposal is to freeze all service charges and fees at 2011/12 prices.

## 9 Our capital programme

### 9.1 Pulling it together

In establishing a unitary authority we took the decision to radically review all of our estate. Working with local communities, we have already brought forward plans to start to redesign our services into single community campus facilities. We are also working with area boards, schools and council house tenants to develop plans for our roads, education, facilities and houses.

With the adoption of a Core Strategy for Wiltshire we are able to place that strategy at the heart of planning a longer term, sustainable infrastructure and we will present a single asset plan in the autumn of 2012.

We are also strengthening how we spend your money on maintaining our council operational assets from buildings to vehicles and ICT.

As most of this is funded from borrowing which we repay from Council Tax, we are making decisions on a business case basis that do not add any more to our debt, or your Council Tax bill. We are doing a lot of this by rationalising the number of buildings and offices we work from.

### 9.2 Capital spend, including the impact of revenue decisions

The detailed programme is attached at [Appendix E](#). The main focus of our capital spending is on maintaining and improving the infrastructure for Wiltshire to ensure improvement in our communities. The main areas are:

Schemes	2012/13 £m	2013/14 £m	2014/15 £m	Total £m
<b>Education</b>	41.255	19.437	12.115	<b>72.807</b>
<b>Campuses</b>	35.016	19.895	8.514	<b>63.425</b>
<b>Highways</b>	18.711	18.711	18.711	<b>56.133</b>
<b>Housing</b>	13.488	16.217	11.612	<b>41.317</b>
<b>Other</b>	14.744	16.233	5.138	<b>36.115</b>
<b>Total</b>	<b>123.214</b>	<b>90.493</b>	<b>59.190</b>	<b>272.897</b>

### 9.3 Funding the capital programme

Funding for our capital programme comes from four main areas:

- Grants and contributions
- Revenue
- Receipts
- Borrowing

The overall funding for the next three years is as follows:

	2012/13	2013/14	2014/15	Total
<b>Grants</b>	53.217	40.317	29.529	<b>123.063</b>
<b>Revenue</b>	9.377	9.377	10.276	<b>29.030</b>
<b>Receipts</b>	10.276	16.958	8.214	<b>35.448</b>
<b>Borrowing</b>	50.344	23.056	10.835	<b>84.235</b>
<b>Total</b>	<b>123.214</b>	<b>90.493</b>	<b>59.190</b>	<b>272.897</b>

This shows that the programme at section 9.2 can be funded with our borrowing being kept well within our overall borrowing limit of £456 million.

Capital spend decisions impact on our revenue costs in two ways:

1. Running costs for spend on such things as new vehicles or increased utility costs,
2. The cost of borrowing.

In relation to running costs all capital spend has been reflected within the revenue budget and spend in areas such as campuses is affordable due to assumed reduced costs. There are no additional revenue running costs arising from the 2012/13 capital programme.

The second revenue consequence of capital spending – borrowing – has also been assessed. The forecast non HRA closing debt/borrowing requirement for 2012/13 of £285 million will need an increase in repayment costs of £3.084 million. This has, again, been accounted for in balancing the budget with no impact on Council Tax.



#### **9.4 Managing and monitoring the capital programme**

Regular progress reports on our capital spend are produced and we are strengthening our controls over both bidding for monies and setting project and spending plans, as well as linking this to financial and performance monitoring.

## 10. Ensuring success

### 10.1 Delivering the Business and Financial Plans in the next 12 months

Continued success in delivering the council’s priorities and the ambitious and challenging package of options, as set out in this updated plan, will all directly link to improve the lives of people in Wiltshire. This link should not be broken and the development of the next phase needs to focus on transformation and looking at the way we deliver our services, in particular working even more closely with communities.

To deliver this, we recognise that we will need to ensure that we have the capability, capacity and governance in place. Critical factors are to:

- develop an appropriate culture within the council to drive, embrace and embed change
- have clear leadership and strategic direction to steer, guide and continuously support and manage change
- enhance customer and community engagement
- report progress and the impact on local communities..

To achieve this, we have identified key activities detailed below:

### 10.2 The right culture - the way we do things

A new behaviours framework has been adopted



Our focus is fostering, rewarding and ensuring that we put customers at the heart of everything that we do, that we adopt a can-do approach and we work as one council, one team to deliver.

### 10.3 Engagement and implementation

Significant progress has been made in the delivery of the next three years of our four year Business Plan. Key messages and processes used at the onset of our reduction in funding have been revised to reflect this.

The elements of the business plan are presented to our residents, customers, staff, elected members and partners through a programme of engagement activity both internal and external. Effective two-way communication throughout change is vital to the success of the implementation of chosen service options.

At corporate leadership level, programmes are critical to the continued successful implementation of chosen service options.

These need to consider the timing and duration of:

- Stakeholder engagement
- Employee consultation and notice periods
- Negotiation with third parties
- Sale, build or refurbishment of properties

- Critical business-as-usual periods
- Interdependencies

### 10.4 Programme management

The Transformation Programme Office (TPO) was set up in March 2011 to support the delivery of the Business Plan and the associated savings and options, and to improve the quality of project management and delivery across the council.

The Transformation Board is made up of councillors, the Corporate Leadership Team (CLT) and senior programme managers. The board oversees the work of the TPO and meets regularly to monitor the progress of projects, programmes and other activities that deliver savings, plus other projects the council is undertaking.

A mechanism has been set up to track the realisation of targeted savings continuously.

A corporate change process to monitor and control changes to the options is in place. Any significant changes to costs, benefits (savings) or scope are considered by cabinet and CLT for discussion and approval.

## 10.5 Updated Financial Plan

Year One of the Financial Plan forms the basis for the 2012/13 budget, and the four year Financial Plan is consistent with the four year Business Plan.

Work continues on interdependencies, details of business cases and implementation plans to inform and underpin the successful implementation of the Financial Plan to:

- ensure no duplication exists between service areas and corporate savings, for example procurement
- confirm required funding levels
- account for output from the corporate asset group setting the non-housing capital plan for future years
- allow sensitivity analysis to be performed.

## Financial Plan summary

Wiltshire Council Business Plan 2010/12 to 2014/15 SUMMARY	Base	Change/year				Increase in
	2010/11	2011/12	2012/13	2013/14	2014/15	base by year 4
Net Budget 2010/11(amended year on year)	346,243	346,243	329,847	326,655	318,267	1,321,012
<b>Savings analysis</b>	£m	£m	£m	£m	£m	£m
Commissioning and Procurement	7,400	4,757	3,000	4,000	19,157	
Workplace Transformation (property)	0,325	0,830	1,700	1,200	4,055	
People - recruitment, policies and costs	0,250	0,000	0,750	0,500	1,500	
Management review	8,128	0,400	0,300	0,000	8,828	
Increase income	2,000	0,648	0,350	0,250	3,248	
Systems thinking cross cutting transformation reviews	1,000	10,494	16,117	10,850	38,461	
Department harmonisation & efficiency reviews	13,982	11,723	16,440	6,000	48,145	
Re-profiling of investment	3,782	3,782	-1,700	-0,300	1,782	
<b>Savings Required</b>	<b>33,085</b>	<b>32,634</b>	<b>36,957</b>	<b>22,500</b>	<b>125,176</b>	
<b>Indicative net budget after savings</b>	<b>313,158</b>	<b>297,213</b>	<b>289,698</b>	<b>295,767</b>	<b>1,195,836</b>	
as % of 2010/11 net budget	90%	86%	84%	85%		
<b>Investment analysis</b>						
<b>- Investing in our communities &amp; priority services</b>						
Waste collection and disposal	2,500	3,594	2,443	-0,089	8,448	
Broadband	0,323	0,000	0,282	0,295	0,900	
Leisure	0,316	0,000	0,000	0,000	0,316	
Car Parking	0,000	1,100	0,000	0,000		
PFI - housing, other PFI costs	0,084	0,000	-0,180	0,005	-0,091	
Children's attainment	0,270	0,730	0,000	0,000	1,000	
Communities	0,200	0,000	0,000	0,000	0,200	
Carbon reduction (including tax)	1,100	0,000	0,000	0,100	1,200	
<b>total:</b>	<b>4,793</b>	<b>5,424</b>	<b>2,545</b>	<b>0,311</b>	<b>11,973</b>	
<b>- Protecting vulnerable people</b>						
Adult Care including older people	7,826	9,668	6,500	4,000	27,994	
Children's social care and vulnerable families	0,675	4,127	0,000	0,000	4,802	
Economy	1,000	0,000	0,000	0,000	1,000	
<b>total:</b>	<b>9,501</b>	<b>13,795</b>	<b>6,500</b>	<b>4,000</b>	<b>33,796</b>	
<b>- Cost pressures, inflation, redundancies</b>						
Robust base budget	1,110	0,000	0,000	0,000	1,110	
Inflation	5,090	7,139	11,133	14,026	37,388	
Redundancy costs	4,000	0,000	0,000	0,000	4,000	
Movement in capital financing and general fund reserves	-5,721	3,084	4,891	4,155	6,409	
<b>total:</b>	<b>4,479</b>	<b>10,223</b>	<b>16,024</b>	<b>18,181</b>	<b>48,907</b>	
<b>Total investment</b>	<b>18,773</b>	<b>29,442</b>	<b>25,069</b>	<b>22,492</b>	<b>95,776</b>	
<b>Indicative budget after savings &amp; investment</b>	<b>329,847</b>	<b>326,655</b>	<b>318,267</b>	<b>321,297</b>	<b>1,296,066</b>	
	95%	99%	97%	101%		
<b>Funding Settlement for Formula Grant &amp; Council Tax &amp; freeze grant</b>	Base	Funding each year				
	2010/11	2011/12	2012/13	2013/14	2014/15	4 yr total
	£m	£m	£m	£m	£m	£m
Formula Grant (RSG & NNDR) / Business Rates	102,442	104,192	-11,460	-8,309	-3,560	80,863
Area based grant (Partially rolled into in Formula)	24,662	0,000	0,000	0,000	0,000	0,000
Council Tax	217,763	219,179	2,091	6,403	6,590	234,263
Council tax freeze grant	5,479	5,482	5,482	-5,482	0,000	5,479
LABIGI & collection fund	1,376	1,000	0,695	-1,000	0,000	0,695
<b>Movement in Funding</b>	<b>-16,393</b>	<b>-3,192</b>	<b>-8,388</b>	<b>3,030</b>	<b>-24,943</b>	
<b>Total funding</b>	<b>346,243</b>	<b>329,847</b>	<b>326,655</b>	<b>318,267</b>	<b>321,297</b>	<b>1,296,066</b>
<b>Shortfall/surplus (net budget - funding)</b>	<b>0,000</b>	<b>0,000</b>	<b>0,000</b>	<b>0,000</b>	<b>0,000</b>	



Service base budgets 2012/13 – following leadership restructure part way through 2011/12

Wiltshire Council Proposed Revenue Budget 2012-13 in New Council Structure						2012-13 Growth					SAVINGS AND EFFICIENCIES										Net Budget 2012-13		
Department and Service	2011-12 Net Base Budget Em	Changes to Revised Month 5 Em	Revised 2011-12 Net Base Budget Month 5 Em	Budget Setting Amendments Em	Revised 2011-12 Net Base Budget Em	INFLATION AND DEMAND		INCOME	INVESTMENT	Total	Growth affected budget Em	SAVINGS AND EFFICIENCIES					Management Em	Total Em	Em				
						PAY	NON PAY					Procurement	Service Efficiencies	Don't / Defers Investments	System Thinking	WTP & Assets				Income			
	Em	Em	Em	Em	Em	Em	Em	Em	Em	Em	Em	Em	Em	Em	Em	Em	Em	Em	Em	Em			
<b>Adult Care Operations</b>	40,070	3,908	44,000	2,000	46,000	0.000	1,258	(0.136)	4,421	5,541	51,818	2,435	0.328	0.000	0.000	4,800	0.000	0.000	0.000	0.000	7,563	44,055	
Older People	7,976	(0.174)	7,802	0.012	7,814	0.000	0.795	(0.046)	0.749	0.960	8,563	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.960	8,563	
Physical Impairment	30,680	(2,068)	28,612	1,640	30,252	0.000	0.904	(0.072)	0.832	0.900	30,512	0.000	0.000	0.000	0.000	0.768	0.000	0.000	0.000	0.000	0.768	30,444	
Mental Health	21,770	(0.811)	20,959	0.494	21,453	0.000	2,670	(0.124)	0.000	2,546	23,940	0.087	0.164	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.251	23,748	
Supporting People	7,194	(0.083)	7,111	(3,227)	3,884	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
<b>Adult Care Commissioning</b>	3,073	1,801	4,874	(2,041)	2,833	0.000	0.000	0.000	0.000	0.000	2,841	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	2,841	
<b>Communities, Libraries, Heritage &amp; Arts</b>	2,002	0.171	2,173	(0.086)	2,087	0.000	0.310	0.000	0.000	0.310	3,315	0.000	0.000	0.000	0.000	0.012	0.000	0.000	0.000	0.000	0.012	3,303	
Community Leadership & Governance	4,832	(0.056)	4,776	(0.021)	4,755	0.000	0.043	0.000	0.000	0.043	4,758	0.000	0.168	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.168	4,540	
<b>Strategic Housing</b>	2,940	(0.173)	2,767	2,869	5,636	0.000	0.255	0.000	0.000	0.255	5,900	0.000	0.000	0.000	0.000	0.444	0.000	0.000	0.000	0.000	0.444	5,456	
<b>Neighbourhood Services</b>	14,775	3,068	17,843	1,240	19,083	0.514	1,240	0.153	0.403	2,290	20,133	0.000	0.643	0.000	0.275	0.000	0.000	0.000	0.000	0.000	0.918	19,215	
Leisure	3,380	(0.634)	2,746	0.000	2,746	0.349	0.062	0.147	0.000	0.558	3,313	0.000	0.100	0.000	0.016	0.000	0.000	0.000	0.000	0.000	0.116	3,197	
Car Parking	(7,300)	0.250	(7,050)	0.000	(7,050)	(0.057)	0.186	1.100	0.000	1.209	(6,892)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	(6,927)	
<b>Children &amp; Families</b>	0.798	0.043	0.841	0.127	0.968	0.000	0.000	0.000	0.000	0.000	0.970	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.970	
Relinquishing	(1,887)	(1,887)	(3,774)	0.000	(3,774)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
Youth Development Service	2,081	(2,081)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
Youth Offending Service	1,616	(1,616)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
Young People's Support Service	(0.173)	(0.173)	(0.346)	0.000	(0.346)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
Other Targeted Services	1,834	(1,834)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
Children's Social Care	28,088	(0.542)	27,546	(0.180)	27,366	0.186	1.985	0.000	0.650	2,661	30,715	0.000	0.361	0.000	0.150	0.000	0.000	0.000	0.000	0.000	0.000	1,911	
Integrated Youth	0.000	5,352	5,352	0.084	5,436	0.084	0.075	0.000	0.159	0.239	5,443	0.000	1.782	0.000	0.000	0.000	0.000	0.000	0.000	0.000	1.782	3,661	
<b>Schools &amp; Learning</b>	9,784	(0.784)	9,000	(0.137)	8,863	0.048	0.680	0.000	0.000	0.717	9,580	0.000	0.478	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.478	9,102	
School Buildings & Places	4,544	(0,251)	4,293	(2,550)	1,743	(0,225)	0,000	0,260	0,730	0,705	4,652	0,000	0,236	0,200	0,000	0,366	0,000	0,000	0,000	0,000	0,366	4,800	
School Improvement	(0,777)	0,377	(4,000)	0,000	(3,623)	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	
Special Educational Needs	5,936	(5,936)	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	
Business & Commercial Services	0.000	1,144	1,144	(3,252)	(2,108)	0.159	0.000	0.000	0.000	(3,049)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
Targeted Services & Learner Support	0.000	9,341	9,341	(1,702)	7,639	0.078	0.148	0.000	0.000	0.226	7,865	0.000	0.283	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.283	7,572
<b>Children's Services, Commissioning &amp; Performance</b>	2,135	0,663	2,798	(0,292)	2,506	0,000	0,600	0,000	0,000	0,600	3,106	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	2,916	
Commissioning and Performance	0,000	1,968	1,968	(1,968)	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	
<b>Policy, Performance &amp; Partnership</b>	0,343	0,224	0,567	0,000	0,567	0,000	0,000	0,000	0,000	0,000	0,567	0,000	0,001	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,001	0,516	
<b>Finance</b>	17,467	(8,479)	8,988	0,021	9,009	0,000	0,375	0,026	0,000	0,401	9,410	0,000	0,688	0,000	0,000	0,000	0,133	0,000	0,000	0,000	0,133	8,592	
Revenue & Benefits - Subsidy	0,107	0,000	0,107	0,000	0,107	0,000	0,000	0,000	0,000	0,000	0,107	0,000	0,107	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,107	0,000	
<b>Legal &amp; Democratic</b>	4,229	2,017	6,246	0,213	6,459	0,000	1,230	0,000	0,000	1,230	7,688	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	7,488
<b>Local &amp; Democratic Communications</b>	2,210	(0,287)	1,923	1,000	2,923	0,000	0,230	0,000	0,000	0,230	2,238	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	2,238
<b>HR &amp; Organisational Development</b>	3,247	(0,121)	3,126	0,000	3,126	0,000	0,000	0,000	0,000	0,000	3,235	0,000	0,546	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,546	2,689	
<b>Human Resources &amp; Organisational Development</b>	17,746	(1,395)	16,351	(0,400)	15,951	0,000	0,211	0,000	0,000	0,211	16,162	0,000	1,297	0,000	0,000	0,000	0,000	0,000	0,000	0,000	1,297	14,865	
<b>Business Services</b>	4,836	0,635	5,471	(0,040)	5,431	0,000	0,159	0,315	0,000	0,474	6,105	0,000	0,421	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,421	5,684	
Shared Services and Customer Care/ Business Services	12,880	(10,259)	2,621	0,000	2,621	0,000	0,000	0,000	0,000	0,000	2,881	0,000	0,071	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,071	2,510	
<b>Transformation Programmes</b>	0,193	14,417	14,610	(0,128)	14,482	0,000	1,180	0,460	0,000	1,640	16,122	0,100	0,000	0,000	0,000	0,530	0,000	0,000	0,000	0,000	0,530	15,492	
<b>Economy and Enterprise</b>	4,129	0,425	4,554	(0,163)	4,391	(0,151)	0,000	0,000	0,000	(0,151)	4,240	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,378	3,862
<b>Development Services</b>	2,038	(0,266)	1,772	0,000	1,772	(0,223)	0,000	0,000	0,000	(0,223)	1,549	0,000	0,150	0,000	0,213	0,000	0,000	0,000	0,000	0,000	0,363	1,186	
<b>Strategic Services, Highways and Transport</b>	8,196	(0,250)	7,946	0,000	7,946	(0,127)	0,397	0,000	0,000	0,270	8,216	0,015	0,655	0,000	0,342	0,000	0,150	0,000	0,000	0,000	1,162	7,054	
Highways Strategic Services	12,000	(0,057)	11,943	(0,285)	11,658	(0,047)	(0,290)	(0,235)	0,000	(0,572)	11,678	0,120	0,190	0,000	0,089	0,000	0,000	0,000	0,000	0,000	0,389	11,287	
Public Transport	8,560	(0,038)	8,522	(0,023)	8,499	(0,004)	(0,188)	0,100	0,000	(0,072)	8,431	0,000	0,110	0,000	0,000	0,000	0,000	0,000	0,000	0,000	0,190	8,241	
Education Transport	29,060	(2,589)	26,471	0,081	26,552	0,000	1,693	(0,167)	3,191	4,676	31,228	0,000	0,600	0,000	0,031	0,000	0,000	0,000	0,000	0,000	0,631</		

## Detailed saving proposals 2012/13

Ref	Service	Saving 2012/13 £m	Posts affected FTE	Description
<b>New service efficiencies</b>				
DCE4	Early Years	0.478	14.3	Following a review of how we deliver this service, we plan to keep open all children's centres and reconfigure the Early Years (EY) and childcare workforce support EY settings across Wiltshire. Also as a result of changing legislation, there will be realignment of teams across the hub model in place across the rest of children's services. This will result in a reduction of 14.48 fte posts of which 4.5 fte are currently vacant. Consultation on this process has begun.
DCE5	School improvement	0.235	1	Deletion of a vacant post and brokerage of support with schools (saving previously agreed by cabinet in 2011/12 budget).
DCE6	Business support	0.100	4	Review of former local education business support to remove unnecessary administration and rationalise the number of area offices worked from.
DCE7	Targeted schools and learner support	0.293	3	Following removal of the national grant the proposal is to reduce the local collaborative partnership team. Parent support advisors will be integrated with schools to ensure support is linked to education support.  Savings will also be identified within the home-to-school transport budget for pupils with Special Educational Needs (SEN).



Ref	Service	Saving 2012/13 £m	Posts affected FTE	Description
DCE 10	Integrated Youth (IY)	0.915	TBC	Full review of Integrated Youth Service (IYS) structure with no reduction in front line delivery, retaining capacity to respond to self harm and risky behaviours. The focus of the savings will be on reducing management levels over the information advice and guidance services.
DCE 12	Policy and performance	0.051	1.3	A restructure of the service will remove a vacant post and replace another vacant post with a lower graded post on 0.2 fte less. In addition, the budget for professional fees will be removed.
DNP1	Highways	0.150	2	In light of the recent tender application for the re-provision of the highways technical consulting contract, currently provided for by Mouchel/Ringway and due to be completed by December 2012, a revision of the client side management will also occur. In revising client arrangements, efficiencies can be obtained through lower overhead costs and in-sourcing of staff. In doing so, it has been identified that posts within the duty engineer and liaison service can be deleted with no impact on service.
DNP 6	Highways	0.525	0	Carry out strategic streetlighting review and implementation to reduce energy costs. This will focus on ensuring that areas of higher risk related to health and safety remain lit, for example bus stops, roundabouts, alley entrances, etc. For all other areas a policy of reduced lighting will be implemented to turn off lights within an area.
DNP 15	Education transport	0.030	-	Savings generated from in cabinet approved decision during 2011/12 to the phased withdrawal of denominational transport

Ref	Service	Saving 2012/13 £m	Posts affected FTE	Description
DNP 16, 17 and 18	Waste	0.600	0	<p>Due to recent investment in a harmonised kerbside recycling service throughout the county and a network of Household Recycling Centres (HRCs) the council is able to consider some reduction in other facilities that duplicate the new service and to change its approach to education. The saving is broken down as follows:</p> <ul style="list-style-type: none"> <li>- Reduction of the bring site network countywide and removal of plastic and cardboard facilities at bring sites within the North and West, saving £0.270m.</li> <li>- Additional reductions in recycling spend relating to the purchase of black boxes, removal of extended HRC opening times and other kerbside improvements saving £0.145m.</li> <li>- Spend on education and behavioural change and consultancy reduced by £0.185m.</li> </ul>
DNP19	Leisure	0.100	0	Staff management savings, driven primarily by the harmonisation of the service, through the realignment of resources.
DNP	Business support.	0.115	3	A review of administrative support to refocus all support centrally with out-posting support to buildings linked to a Systems Thinking review noted elsewhere in this Plan. As such a number of posts will be deleted or merged with other functions
DNP22	Development services	0.060	0	Removal of discretionary budgets that have remained unused in previous financial years.

Ref	Service	Saving 2012/13 £m	Posts affected FTE	Description
CEX5	Public health	0.450	2	Reduction to Community Safety Partnership (CSP): £0.100m to reflect the reduction in central government funding for community safety. Research team review: £0.050m from a review of the research team supplies and services. £0.196 from a review of public protection supplies and services. With careful management this can be achieved without detriment to the service or impact on customers. £0.023m from the abolition of Market Forces Supplements (MFS). The outcome of a recent review of MFSs has demonstrated that these are no longer appropriate or sustainable. £0.081 from the removal of vacant posts and resultant minor restructure. This will minimise the impact on staff and service delivery.
CEX2-4	HR and finance	1.181	8 4 2 2	<p>Revenues &amp; Benefits (Revs&amp;Bens) £0.305m: £0.230m removal of vacant posts with the introduction of one system; £0.50m from the reduction in our costs for errors; and £0.025m for efficiencies in billing.</p> <p>Accountancy: £0.065m: Removal of one vacant post (principal accountant), and a number of other vacant posts following restructure, which is in addition to the agreed £0.150m savings</p> <p>Procurement: £0.130m from a restructure and removal of vacant posts; and £0.133m from reduction of agency costs.</p> <p>HR: Harmonisation is now nearing finalisation and as such no costs for HR support will be needed in 2012/13 and £0.296m of costs will be removed. In addition, a review of Learning and Development delivery and function, across the whole council, will deliver a further £0.250m.</p>

Ref	Service	Saving 2012/13 £m	Posts affected FTE	Description
DTR5	IT	0.297	0	This will be additional to the £1m saving outlined and agreed in 2011/12. The programme will go further and faster with regards to application consolidation and telephony savings. Mobile phone costs are being reduced based on need. There are also more harmonisation of existing technologies due to other opportunities, including fewer buildings and different ways of working.
DTR3	Business services	0.321	9	Through the removal and deletion of vacant posts across the services that make up business services, for example customer services and transactional business services.
-	Target	1.640	TBC	The council believes that budgeting should not be a once a year event and is continually looking for efficiencies in everything it has done. In recognition of that the corporate directors have been set a target to find £1.4m from services in a year. This equates to 0.4% of our net budget and is deemed achievable, but of course there is a risk of non-delivery and thus this is fully provided for in the general fund reserve should it not be achieved in part or full. We expect further proposals to be presented to members in the summer.
<b>Total new service efficiencies</b>		<b>7.541</b>	<b>55+</b>	

Ref	Service	Saving 2012/13 £m	Posts affected FTE	Description
<b>Systems thinking savings</b>				
DCE 1 - 3	Commissioning and performance / children's social care	0.340	1	<p>Children's Trust support £0.040m: CAF co-ordinator posts being moved to social care referral and assessment with subsequent changes to management arrangements.</p> <p>Children's disability teams and commissioning for short breaks £0.200m: Together with parents, review short breaks provision for families with disabled children as part of the DCA review.</p> <p>Family and parenting support £0.100m: Service redesign and re-commissioning of more targeted service. Strategy approved by cabinet November 2010.</p>
DCS4	Older people	4.800	0	Continuation of the service redesign of home care and payments by results.
DCS 5&6	Learning disabilities and physical impairment	0.826	TBC	Service redesign of 'Adults of Working Age', alongside new tender of services.
DCS 8 & 10	Communities and libraries	0.096	0	Continued review of how services engage voluntary sectors.
DCS 12 - 14	Housing	0.444	3.8	Redesign of how the housing service engages and works with other services to improve workflow.
DNP 7, 9 – 11	Highways and streetscene and highways	0.290	2	Restructure of the enforcement and events team and the redesign of services around highways' strategic service e.g. rationalisation of travel and traffic counts.

Ref	Service	Saving 2012/13 £m	Posts affected FTE	Description
and DNP 27	strategic services			
DNP 13	Education transport	0.080	0	Better logistical planning of journeys to reduce fuel and time costs.
DNP 20	Economy and enterprise	0.366	4	Service redesign and restructure
DNP	DNP support	0.950	TBC	Savings on miscellaneous and discretionary budget lines e.g. lease cars equate to £0350m. Proposals for rationalisation by service directors confirmed at £0.600m. The savings will be taken from the service line affected during the 2012/13 financial year.
CEX	Law and governance	0.200	4	Restructuring of complaints and information teams and review of processes for dealing with complaints and information requests. More efficient use of legal services, including reductions in agency legal staff and external legal costs.
	Capital financing	0.100	0	To save £0.100 million revenue by removing the unallocated sum in the capital programme for investment on carbon reduction projects, and thus the requirement to finance the borrowing. Individual projects will be delivered on a business case by case basis e.g. Biomass boilers in schools.
-	Buildings	1.000	0	We will close Browfort offices and Urchfont Manor in late 2012. Full year recurring savings in 2013/14 should be near to £1m.  In Devizes we will move customer access into the town centre to improve access and to invigorate the local economy by increasing the footfall and the occupancy levels of the town's units. We will seek an alternative organisation to relocate to the current Browfort site to further boost the local economy.

Ref	Service	Saving 2012/13 £m	Posts affected FTE	Description
				Urchfont Manor will be placed on the open market for sale.
-	Admin	1.000	20+	A review of secretarial and administrative support will be undertaken to remove waste in processes and transactions. Personal assistant support will move to at least 1:3 for management.
<b>Total Systems Thinking</b>		<b>10.494</b>	<b>35+</b>	

## Appendix D

### Assumptions underlying our plan

The updated four year Financial Plan has been compiled as set out in Section 2 of the report. It includes the following assumptions:

- **Pay:**  
0% pay award for all groups of employees, unless specifically noted as an exception. There is also an agreed assumption of no incremental increases in pay, although harmonisation will apply in certain cases and this has been accounted for in the relevant base budgets.
- **Demand:**  
Projections have been based on prior year trends and known or anticipated movement in 2012/13, specifically:
  - Demographic increases for older people of 2.88% and for mental health older adults of 3.65% in 2012/13 (based on the latest demographic data available)
  - Child care placements 50 placements (19,038 nights care) additional spread throughout the year.
- **Inflation:**  
In general an inflation pressure of 4% has been applied to costs unless there is specific evidence of higher/lower increases due to contractual commitments.
- **Interest rates:**  
The cost of borrowing has been assumed at an average rate of 4.35%; and investment income at an average of 0.5%.

The assumptions around future years' figures are set out in the schedule below:

- Service budgets have been rolled forward and reflect the future year impact of 2012/13 spending requirements and savings proposals as set out in this report. They also include a pay award assumed at 1% and 1% per annum for 2013-15 respectively.
- A contingency for 3.5% price inflation has been included based on likely contractual inflation commitments, subject to assumptions included in the commissioning and procurement savings. So if procurement savings assume no inflation, none has applied.



- Assumed 0% increase in employers' superannuation rates for 2013/14 with a 1% increase following the next triennial valuation of the fund in 2013. Recent proposals to change the Local Government Pension Scheme (LGPS) will impact on this assumption, but at this time are not certain. This will continue to be reassessed following national announcements.
- Costs of servicing existing debt and additional borrowing requirement reflect proposed future capital expenditure.
- The running costs arising from the capital schemes, including additional provision for campuses, highways, waste and broadband, have been accounted for based on current profiles within the capital programme
- Increase employer's national insurance rates from April 2012 as announced in 2010 budget report.
- Investment in transformation activity delivering improved outcomes and future years' savings.

2012-15 Capital programme

Scheme name	Capital Programme budgets					Funding available				
	Current Budget 2012/2013	Current Budget 2013/2014	Current Budget 2014/2015	Current Budget 2015/2016	Total	Grants and Contributions	Revenue Contributions	Capital Receipts	Borrowing	Total Funding
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
<b>Education schemes</b>										
Sarum Academy Salisbury	9.937	7.222			17.159	15.515		1.644		17.159
Additional Accommodation	15.984	5.147	5.147	5.147	31.425	25.126			6.299	31.425
NDS Maintenance & Modernisation	9.159	5.890	5.890	5.890	26.829	26.829		0.000		26.829
Devolved Formula Capital	1.078	1.078	1.078	1.078	4.312	4.312				4.312
Access and Inclusion	0.100	0.100	0.100	0.100	0.400	0.136		0.264		0.400
DCSF Primary Capital Programme	0.026				0.026			0.026		0.026
DCSF Targeted Capital 14-19 SEN	0.700				0.700	0.402		0.298		0.700
Other Projects New Schools	3.122				3.122	0.650		2.472		3.122
Other Schools Projects - Expansions & Replacements	1.146				1.146	0.431		0.715		1.146
Other Education schemes	0.003				0.003			0.003		0.003
<b>Total Education schemes</b>	<b>41.255</b>	<b>19.437</b>	<b>12.215</b>	<b>12.215</b>	<b>85.122</b>	<b>73.401</b>	<b>0.000</b>	<b>5.422</b>	<b>6.299</b>	<b>85.122</b>
<b>Highways schemes</b>										
Integrated Transport	2.668	2.668	3.752	3.752	12.840	12.840				12.840
Bridges & Structural Maintenance	13.813	13.020	12.262	12.262	51.357	51.357				51.357
Additional assumed amount to maintain current provision	1.730	2.523	2.197	2.197	8.647				8.647	8.647
Footways, ALA, Land Drainage & Other Minor Schemes	0.500	0.500	0.500	0.500	2.000				2.000	2.000
<b>Total Highways schemes</b>	<b>18.711</b>	<b>18.711</b>	<b>18.711</b>	<b>18.711</b>	<b>74.844</b>	<b>64.197</b>	<b>0.000</b>	<b>0.000</b>	<b>10.647</b>	<b>74.844</b>
<b>Campus and Operational Delivery (CAOD) schemes</b>										
Hub Programme Office rationalisation	15.198	0.600			15.798			0.000	15.798	15.798
Operational Estate	2.067	3.000			5.067			5.067		5.067
Depot Strategy	4.000	2.900			6.900			0.294	6.606	6.900
Campus	13.751	13.395	8.514	8.135	43.795	1.800		30.494	11.701	43.795
<b>Total CAOD schemes</b>	<b>35.016</b>	<b>19.895</b>	<b>8.514</b>	<b>8.135</b>	<b>71.560</b>	<b>1.800</b>	<b>0.000</b>	<b>30.788</b>	<b>39.172</b>	<b>71.560</b>
<b>Other Property schemes</b>										
Buildings Planned Maintenance (non CAOD)	3.265	2.500	2.500	2.500	10.765			0.000	10.765	10.765
<b>Total Other Property schemes</b>	<b>3.265</b>	<b>2.500</b>	<b>2.500</b>	<b>2.500</b>	<b>10.765</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>10.765</b>	<b>10.765</b>
<b>Housing schemes</b>										
Disabled Facilities Grants	2.900	2.555	1.000	1.000	7.455	4.140		3.315		7.455
Corporate Other Housing grants	0.961				0.961			0.961		0.961
Gypsy and Traveller sites	0.250	3.500			3.750	3.500		0.250		3.750
HRA - refurbishment of council stock	9.377	10.162	10.612	10.178	40.329		40.329			40.329
<b>Total Housing schemes</b>	<b>13.488</b>	<b>16.217</b>	<b>11.612</b>	<b>11.178</b>	<b>52.495</b>	<b>7.640</b>	<b>40.329</b>	<b>4.526</b>	<b>0.000</b>	<b>52.495</b>
<b>Waste schemes</b>										
Waste Transformation	0.528	0.138	0.138		0.804				0.804	0.804
<b>Total Waste schemes</b>	<b>0.528</b>	<b>0.138</b>	<b>0.138</b>	<b>0.000</b>	<b>0.804</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.804</b>	<b>0.804</b>
<b>Other schemes</b>										
Revenue & Benefits IT System	0.277				0.277			0.277		0.277
Carbon Reduction	2.700				2.700			0.000	2.700	2.700
Adult Social Care Strategy - Older People, LD & Mental health	0.654				0.654	0.654				0.654
Area Boards and LPSA PRG reward grants	0.500	0.500	0.500	0.500	2.000	0.800			1.200	2.000
Rural Estates	0.400	0.195			0.595				0.595	0.595
Cross Departmental Initiatives System Developments	0.500	0.500			1.000			1.000		1.000
Digital Inclusion	3.000	9.900	5.000	2.000	19.900	3.900			16.000	19.900
ICT Schemes	0.670	1.000			1.670			1.670		1.670
Leisure (non campus)	0.750			272.897	273.647				0.750	0.750
Fleet Vehicles	1.500	1.500			3.000				3.000	3.000
<b>Total Other schemes</b>	<b>10.951</b>	<b>13.595</b>	<b>5.500</b>	<b>275.397</b>	<b>305.442</b>	<b>5.354</b>	<b>0.000</b>	<b>2.947</b>	<b>24.245</b>	<b>32.546</b>
<b>Total Capital Programme</b>	<b>123.214</b>	<b>90.493</b>	<b>59.190</b>	<b>328.136</b>	<b>601.032</b>	<b>152.192</b>	<b>40.329</b>	<b>43.683</b>	<b>91.932</b>	<b>328.136</b>

HRA

2012/13 HRA Budget

2010-11		2011-12	2011-12	2011-12	2012-13
Actual Outturn	Service	Original Budget	Latest Approved Month 6	Revised Estimate	Original Estimate
£		£	£	£	£
(69,600)	HRA Expenditure				
3,653,300	Provision for Bad Debts	48,600	48,600	48,600	57,000
92,100	Capital Financing Costs	3,831,900	3,817,600	3,817,600	14,322,400
7,466,500	Rent Rebates	46,900	46,900	46,900	37,000
4,496,000	HRA Subsidy Payable	8,384,200	8,384,200	8,384,200	-
(7,200)	Repairs & Maintenance	5,014,900	5,014,900	5,014,900	5,014,900
525,500	Rents, Rates, Taxes etc.	2,600	2,600	2,600	(5,200)
2,898,100	Supervision & Management Special	671,800	671,800	671,800	721,300
	Supervision & Management	3,290,500	3,304,800	3,304,800	3,197,600
<b>19,054,700</b>		<b>21,291,400</b>	<b>21,291,400</b>	<b>21,291,400</b>	<b>23,345,000</b>
(131,400)	HRA Income				
(20,982,500)	Interest	(125,400)	(125,400)	(125,400)	(125,400)
<b>(21,113,900)</b>	Rents	<b>(21,577,100)</b>	<b>(21,577,100)</b>	<b>(21,577,100)</b>	<b>(23,078,700)</b>
<b>(2,059,200)</b>	<b>Total Housing Revenue Account</b>	<b>(411,100)</b>	<b>(411,100)</b>	<b>(411,100)</b>	<b>140,900</b>
(12,745,500)	Housing Revenue Account Balance				
(2,059,200)	Balance Brought Forward	(13,335,600)	(13,335,600)	(13,335,600)	(12,481,700)
	Contribution (to)/from Revenue Account	(411,100)	(411,100)	(411,100)	140,900
1,469,100	Use of reserves for New Build Project	1,265,000	1,265,000	1,265,000	-
<b>(13,335,600)</b>	<b>Balance Carried Forward</b>	<b>(12,481,700)</b>	<b>(12,481,700)</b>	<b>(12,481,700)</b>	<b>(12,340,800)</b>

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# Wiltshire Council Budget 2012/13



The  
Liberal Democrat  
Response

# The Headlines

## Spending Proposals

1. First hour free parking across Wiltshire
2. Free swimming for under-16's and over-60's
3. Re-open leisure centres on Bank Holidays.
4. Tripling funding for local communities to spend on improving roads.
5. New money for school improvements

## Savings

1. LED streetlight installation programme
2. Ending publication of 'Your Wiltshire' magazine
3. Further reductions in Communications Department
4. Senior Management Reductions

# Introduction

This year cuts from central government mean again the production of a balanced budget for local authorities is a challenging and difficult process.

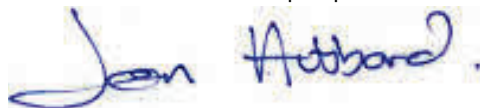
The ruling Conservative administration on Wiltshire have produced their budget proposals and we have carefully examined and scrutinised them. Whilst there is much that we find challenging in their proposals we must also recognise that they have, for now, been chosen by the people of Wiltshire to run the county.

We particularly welcome the partial u-turn on free swimming for under 16's which the Conservatives have conceded, one of our proposals in last years budget which they at that time rejected. However, their proposal is only for free swimming during the six weeks of the summer holiday and at Easter, and we would like to see that expanded to the whole year.

Our main budget amendment this year centres on returning one hours free parking in every Market Town in Wiltshire, and introducing it for the first time in the City of Salisbury.

Keeping our towns vibrant is essential and we do this by investing in them, not by trying to squeeze every last penny out of them. Wiltshire is surrounded by alternative and attractive shopping venues out of the county, Bath and Swindon to the north and Southampton and Bournemouth to the south.

It's time to support our towns, and I hope that on Feb 28th the Conservative administration will choose to back our proposals to amend their budget.



**Cllr Jon Hubbard**

**Leader, Wiltshire Council Liberal Democrat Group**



## Our Proposed Amendments

Wiltshire Liberal Democrats are the main opposition on Conservative-administered Wiltshire Council. In 2012, we've selected key area of the Conservative Budget where we will be challenging their wasteful spending, or suggesting new spending commitments.

Throughout this document, we make no spending commitment without having found the money from elsewhere in the Council Budget. Wiltshire Council can afford these

Throughout this document you can see the exact amendment made to Council in these boxes.

# A rescue plan for town centres

3

**Wiltshire's town and city centres are in trouble. Anybody out and about in Wiltshire will have seen the corrosive effect of the economic downturn, as well as out-of-town supermarkets, on our High Streets.**

With our town centres in trouble, Wiltshire Council might be expected to step in and help local communities out. Instead, they've done the reverse, and hiked up parking charges by unprecedented levels. Our town centres are now at crisis point.

We believe that a major change in thinking is required, we think that it is the job of local government to support our towns and city, not fleece them.

Therefore we propose the introduction of one hours free parking in every single Wiltshire Council owned car park across the county. This will send the message loud and clear; Wiltshire's many communities are open for business.



## Our Proposed Amendments

Introduce one hours free parking across all Wiltshire Council controlled car parks, at a cost of £1.53m.



# Olympic Year 2012- Keeping Wiltshire Healthy

In 2011, we challenged Wiltshire Council to take action on the plans to make Wiltshire the healthiest county in England. Wiltshire Lib Dems identified free swimming for young people and older people as a great way to boost health and fitness. At the the time, the Conservative Group threw out our proposals.

This year we are delighted that that Wiltshire Council has announced that free swimming for under-16's will be introduced during school holidays. A good start, but not enough. We have again identified the money available to make free swimming a reality for under 16s and over-60s, without exception.

Unfortunately, since the last Budget, Wiltshire Council have closed leisure centres on Bank Holidays. The Lib Dems are proposing to reverse this cut to frontline services, and ensure Wiltshire's facilities are available, at the times when people need them.

Providing a means of encouraging take-up of regular exercise at a young age, and for the elderly, will reap savings for many years to come. We're challenging the Council to go further, and enact the full Lib Dem proposals.



## Our increased funding will:

- Open leisure centres on bank holidays
- Provide free swimming for all those aged under 16
- Provide free swimming for all those aged over 60
- Be available for Wiltshire residents



## Our Proposed Amendments

£0.505m annually to re-introduce free swimming for under-16s and over-60s; As part of the Olympic preparations, and to meet Wiltshire Area Board commitments in the 2014 Leading by Example initiative. This investment emphasises the importance of health in a good quality of life in Wiltshire.

£0.115m annually to re-introduce bank holiday opening for Leisure Centres. This investment ensures all people in Wiltshire have access to the facilities that allow them to stay healthy.

# Supporting Schools

5

Changes in government policy has seen an ever increasing number of schools choosing to become Academies.

We congratulate the administration for continuing to provide services to schools and for the initiatives in trading with the newly formed academies. However, we believe there is a real opportunity to increase income to the council by increasing trading with other out-of-county schools.

We propose investing £0.250m in increasing the services offered by Wiltshire Council to neighbouring authorities. We believe this would result in additional income of £0.300m, thus contributing £50,000 towards the cost of running Wiltshire.

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## Our Proposed Amendments

### Supporting Schools

£0.250m on additional staff for school improvement via traded services earning an additional income of £0.300m

# Giving Communities Control

6

**Week in, week out, Liberal Democrat Councillors are tackling decisions made by the Conservative Administration in County Hall which ignore the needs and demands of local communities.**

**We've seen an increasingly unaccountable Council take decisions over which they have little understanding. Wiltshire Liberal Democrats know that local people know best, and a key theme in our work is returning power back to local communities.**

In the 2012/13 Budget, we're proposing that each community gets to decide how it spends money on roads and infrastructure. If a Local Community Area Transport Group wants a new zebra crossing, it will no longer have to wrestle with County Hall for the cash.

Currently local communities have devolved budgets for local Community Area Transport Groups that don't give sufficient funds for anything but the most basic of projects. Most towns don't even get enough money each year to cover the cost of putting in a basic zebra crossing.

We want to increase the funding to local communities and give them more opportunity to decide how their money is spent.

This is a big step. It involves Wiltshire Council trusting local people to make the choices. It will move power away from the centre and out around Wiltshire. It is the right thing to do.



## Our Proposed Amendments

Tripling the cash available to Community Area Transport Groups is a revenue neutral proposal. The money will be moved from Wiltshire Council's strategic transport funds, and out to local communities.

Where local communities wish, they can remain in a County-wide strategic fund where the additional funding instead contributes to major infrastructure projects decided by County Hall.

Communities in the central fund would need to remain in the fund for a minimum of three years.



# Finding the Savings

It's very easy for opposition politicians to make spending commitments without any idea how they will fund them.

We have costed every one of our proposals and identified how we will fund them. Not by cutting services but by cutting wasteful spending such as the unnecessary and expensive Your Wiltshire magazine.

## New income

- £0.300m additional income from Schools Trading

## Energy

- £0.250m saving from reduced electricity consumption from street lights

## Senior Management

- £0.150m saving from Senior Management (Service Director and Heads of Services)

## Communications Department

- £0.750m from Communications Department and removing Council's needless free magazine

## Transformation Programme

- £0.400m from Transformation (2.7% cut)

## Capital Savings

- £0.600m from Capital Savings

## 'Big Society' Fund

- £0.200m from 'Big Society'



## Our Proposed Amendments

**We have identified savings which allow us to make each one of the spending commitments outlined in this document.**

We've identified a number of areas where we think the Council Budget is still bloated, but we're challenging the Conservatives particularly over the pointless and expensive 'Your Wiltshire' magazines and the Council's enormous spin Department.

# Financial Summary

9

	£m
<b><i>Administration Investments not accepted</i></b>	
Investment Communities (Big Society)	0.200
	<b>0.200</b>
<b><i>Additional Savings</i></b>	
Net increased income from school improvement trading	0.050
Street Lighting LED energy savings	0.250
Additional Senior Management savings from reduction in Service Directors and Heads of Service	0.150
Reduce growth in Transformation base budget by 2.2%	0.400
Reduce spens on Communications and Branding	0.750
Defer capital borrowing costs	0.600
	<b>2.200</b>
<b>Total Resources Freed Up</b>	<b>2.400</b>

	£m
<b><i>New Initiatives</i></b>	
1 hour free parking across the County	1.530
Street lighting LET infrastructure - funding for capital spend / borrowing	0.250
Re-open leisure centres on bank holidays	0.115
Free Swimming - Under 16's	0.355
Free Swimming - Over 60s	0.150
	<b>2.400</b>
<b>Total New Spending Initiatives</b>	<b>2.400</b>
<b>Change in Overall Budget Position</b>	<b>0.000</b>

**WILTSHIRE COUNCIL**

**COUNCIL**

**28 February 2012**

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**Subject: Liberal Democrat Amendments to the Cabinet's Business & Financial Plan update 2012-15**

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**1. Introduction**

1.1 The attached summary of Liberal Democrat proposed amendments to the Cabinet's budget proposals being put forward on this elsewhere agenda have been subject to review by the Section 151 Officer in consultation with all other statutory officers. Their comments are included in this amendment.

1.2 This amendment notes the bulk of the revenue budget and capital programme as they stand, and makes only minor changes to reflect specific priorities and political commitments as detailed in Appendices 1 and 2.

1.3 **Revenue** – the differences arise from a combination of:

- 1) Additional investment not supported,
- 2) Identifying further savings possibilities, and
- 3) Providing new or increased resources for specific political priorities. These changes are summarised below.

	<b>£m</b>	<b>£m</b>
1. Investments not accepted	(0.200)	
2. Further savings proposals	(2.200)	
Net resources freed up (1 + 2)		(2.400)
3. Amended investment proposals		2.400

1.4 This would result in a call on the Collection Fund at the same level as the Leader's proposals, thereby meaning that a freeze on Council Tax increases arising from Wiltshire Council's plans could still be afforded.

- 1.5 Capital** – In order to fund some of the new amended investment, a re-profiled spend profile of the capital programme is proposed. This sees the overall capital spend profile change from 2012-13 to 2013-15, but not the overall planned level of spending, as follows:

<b>Capital project area</b>	<b>Cabinet proposed spend £m</b>	<b>Liberal Democrat alternative £m</b>	<b>Change £m</b>
<b>2012/13</b>			
Depot	4.000	1.000	-3.000
Campus	13.751	10.000	-3.751
Fleet	1.500	0.500	-1.000
<b>Net change</b>			<b>-7.751</b>
<b>2013/14</b>			
Depot	2.900	3.000	+0.100
Campus	13.395	17.146	+3.751
Fleet	1.500	2.000	+0.500
<b>Net change</b>			<b>+4.351</b>
<b>2014/15</b>			
Depot	0.0	2.900	+2.900
Campus	8.514	8.514	0
Fleet	0.0	0.500	+0.500
<b>Net change</b>			<b>+3.400</b>

- 1.6 Fees & charges**– The proposed amendments would reduce the charge for swimming for under 16's, and over 60's to nil. No other charges are proposed.

- 1.7 Housing and Schools** - no changes to these proposals are submitted.

## **2 Amended Savings / Additional Income**

### **- School improvement**

- 2.1** An additional £0.050 million is proposed to be found through providing for additional posts in school improvement to trade externally given the deletion of such posts in other local authorities. The assumption is that the additional traded service would cost £0.250m but will be allow the service to improve its recovery of overheads and promote internal efficiencies to deliver £0.050m after recovery of fees.



- **Street lighting**
- 2.2 It is proposed that in addition to the administration's proposals to turn off street lights, half of those remaining lit will be transferred onto LED bulbs to yield a saving in energy costs. This will require capital investment of around £2.800m with a borrowing cost of circa £0.250m. As such this proposal will be cost neutral for 10 years after which point it will yield payback or £0.250m per annum.
- **Senior management**
- 2.3 The alternative proposal is for 2 to 3 posts to be removed from Service Director / Head of Service level saving £0.150m.
- **Transformation**
- 2.4 The alternative proposal is to set a target for the Transformation team to find £0.400m from its £15m budget.
- **Communications & Branding**
- 2.5 This proposal is to reduce both the non-staffing and staffing establishment within communications. The total £0.750m would be split circa £0.300m printing on external publications £0.450m staff. That would mean a reduction of circa 20 FTE posts out of a team of 41.3 FTEs.
- **Defer capital borrowing costs**
- 2.6 The proposal is that the cost of borrowing for the capital programme is deferred due to re-profiling the timing of a number of projects as set out at paragraph 1.5 of this report. This would defer £7.800m of spend in 2012/13, although some of this is due to be funded from receipts so a prudent figure of £0.600m of saved revenue costs has been assumed.

### **3 Amended investment**

- **One Hour free car parking.**
- 3.1 It is proposed that the first hour charge for off street car parking across the whole of the County be free. This will cost circa £1.500m with no assumption of lost income from other charges or on street parking, or additional income from longer stays.
- **Free Swimming.**
- 3.2 It is proposed to fund free swimming for under 16's and for the over 60's, excluding lessons. This will result in a net cost, all things being equal of £0.355m and £0.150m respectively based on current / previous demand.
- **Leisure Centre opening on bank holidays.**
- 3.3 It is proposed to re-open all Council run Leisure Centres on bank holidays at a cost of £0.115m.

- **Community Area Transport Groups (CATG).**

3.3 It is also proposed that the £0.250m delegated 2011/12 base budget for highways improvement is again earmarked for the CATG Area Board spending, plus another £0.500m from Local Transport Planning capital Integrated Transport Budget that is currently managed centrally. This would be cost neutral as the proposal simply moves money to Area Boards to allocate.

**4 Chief Finance Officer/Section 151 Officer Comments –**

4.1 The attached proposed amendments to the Cabinet’s proposals elsewhere on this agenda have been subject to review by myself as Section 151 Officer in consultation with all other statutory officers.

4.2 The proposals identify, in line with Cabinet’s proposals, a £1.695 million draw on the collection Fund that would result in a nil Council Tax increase. The proposed amendments cover both revenue and capital proposals to Council.

4.3 The assumptions surrounding the estimates within the amendment have been assessed and a number of risks arise that members need to be aware of in considering the amendments. The main risk around these proposals is that more detailed work will need to be carried out by officers in assessing the level of savings that could be delivered from 1<sup>st</sup> April 2012 and thus no allowance has been made for any slippage. It should be noted, however, that the savings are proposed to be invested in additional activities which may similarly be delayed in implementation. Therefore, on the basis that any delays in delivering savings and incurring expenditure balance out, I believe the overall proposals when taken together as one amendment, still maintain the robustness of the budget.

4.4 Specific comments on proposals are set out below.

Item	Financial Risk
<p><i>Savings &amp; Investment Proposals not accepted</i> (£200,000)</p>	<p>There is a potential risk that if grant funding is available from Central Government for the ‘Big Society’ there may not be match funding. However, this is a low risk.</p>

Item	Financial Risk
<i>Further savings / income</i>	
School Improvement (£50,000)	As there is no strategy to trade wider than current business plan there is a high risk that the Council will not have the ability to trade and costs will not be recovered. However, with planning this could be delivered, but will remain a risk given the high probability of changes to schools funding coming forward in the next 12-24 months.
Street Lighting (net £0)	This is a net nil impact to the Council, although it would require planning to deliver within a tight timescale.
Senior Management (£150,000)	There are no proposals for which posts or the consequences; as such there is a risk of it not being achieved without such proposals coming forward, this may thus need to be a higher figure to allow for part year savings.
Transformation (£400,000)	There are no proposals for how this will be found, rather it is a target, and as such there is a risk of it not being achieved without proposals coming forward, this may thus need to be a higher figure to allow for part year savings.

Item	Financial Risk
Communications & Branding (£750,000)	This proposal will impact on the level of service and there are statutory notice requirements managed by this team. The proposal would reduce the printing budget by nearly 50% and posts by the same percentage. The printing removed would need to prioritise the statutory requirements such as Council Tax leaflets. The significant reduction in posts would require consultation, need to start quickly to give full year savings and identify how the service would run post restructure.
Capital borrowing (£600,000)	The proposals set out which schemes to defer and balance over three years back to the administration's proposals. As such there is only a small financial risk – for example, if a vehicle to be replaced incurs higher repair costs as kept for longer. This could also have an impact on a service if a vehicle is not available, but this is difficult to quantify. As such the main risks will lie in the delay of development to service provision. The deferral also means that the savings will be a one off and would require savings to sustain this in future years being found.

Item	Financial Risk
Car parking (£1,530,000)	The ability to predict car parking income is dependent on several variable factors. The proposal could have a positive or negative impact on the income collected from other charges or on-street. This could cost £1.7m more if people did not stay for more than an hour. As such the figures have been calculated on a straight replacement of the 1 hour charge at this stage. Further monitoring of the affect would be required to ensure the budget remained robust and deliverable. This has to remain a high risk.
Free swimming (£355,000 + £150,000)	The costs are based on 2010 assumptions when the national grant funding was withdrawn. The net cost assumed to fund this is £0.505m, but does not include any change in costs associated with staffing and running a centre will be incurred; and that circa £0.160m of the gross cost (£0.665m) will be offset by additional income from increased usage of Leisure Centres by other attendees coming into the centres with Children / Over 60's. The assumptions will need to be revisited based on end of 2011/12 visitor numbers. These risks would need to be monitored during implementation.
Leisure Centres open on bank holidays (£115,000)	This is based on costs associated with the centres when they were previously open on these dates. No changes to demand have been assumed.

Item	Financial Risk
CATG	The grant funding is no longer ring fenced and assumes that the decision is taken to allocate the money for this purpose. It also draws away from other strategic developments, including traffic management across the County, safe routes to schools and other activities that have to be managed and prioritised centrally. This will need to be assessed further to ensure that additional costs are not incurred in the future by necessity to fulfil a statutory responsibility.

4.5 In conclusion, whilst there are specific risks as outlined above the scale of the alterations being proposed above are limited and so do not fundamentally change the affordability or deliverability of what is being proposed. If some or all of these amendments were accepted there would be issues around gearing up to work in new areas/changing direction etc, but these would need to be managed by officers in conjunction with the relevant partner organisations where appropriate.

## 5. Monitoring Officer Comments

5.1 I agree with the interim Chief Finance Officer / Section 151 Officer's assessment of the proposals and risks and I am satisfied that, overall, the proposals are legally sound.

## 6. Head of Paid Services comments

6.1 The proposals contained in the paper have been scrutinised by all the statutory officers of the council. I can confirm from the perspective of workforce planning that the amendments and proposals contained can be implemented, although most will require a consultation process to take place in line with the Council's policies. As some of these are targets the timing of this would need to be known very soon to deliver near full year savings. No detail has been presented on these. Other risks are outlined below.

6.2 **School Improvement** - There is an assumption that posts could be recruited to and there would be no impact on management of these staff or service. This would need to be reviewed further.

- 6.3 **Senior management restructure** – Any proposals would need to be assessed and be subject to the Council’s consultation process. Savings would need to be accounted for net and everyone concerned that the remaining tasks were deliverable within the remaining capacity. This will require full evaluation of job descriptions and structures. Without these it is not possible to comment further.
- 6.4 **Leisure centres re open on bank holidays** - This would need to ensure that staff are paid on Wiltshire Terms and conditions and that appropriate rota management was in place to allocate and capture staffing for these dates.
- 6.5 **Free swimming** – it is noted that no additional staff provision has been accounted for, this would need to be assessed to ensure the Council meets its Health and Safety requirements.

## **7. PROPOSAL**

- 7.1 That Council considers the amendments to be set out by the Liberal Democrat Party, as summarised in the body of this report and detailed in Appendices 1 and 2, alongside comments from the statutory officers within this report.

## Appendix 1

### Amendments to Revenue budget proposed

<b>Summary - General Fund Revenue</b>				
		£m	£m	£m
<b><i>Administration Investments not accepted</i></b>				
Investment Communities (Big Society)		-0.200		
			-0.200	
<b><i>Additional Savings / income</i></b>				
Net increased income from school improvement trading		-0.050		
Street Lighting LED energy savings		-0.250		
Additional Senior Management savings from reduction in Service Directors and Heads of Service		-0.150		
Reduce Transformation base budget		-0.400		
Reduce spend on Communications & Branding		-0.750		
Defer capital borrowing costs		-0.600		
			2.140	
<b>Total Resources Freed Up</b>				<b>2.400</b>
<b><i>New initiatives</i></b>				
1 Hour free parking across the County		1.530		
Street lighting LED infrastructure - funding for capital spend / borrowing		0.250		
Re-open Leisure centres on bank holidays		0.115		
Free Swimming – under 16s		0.355		
Free Swimming – over 60s		0.150		
<b>Total New Spending Initiatives</b>				<b>2.400</b>
<b>Change in Overall Budget Position</b>				<b>0.000</b>



## Amended Capital Programme – only changes highlighted

Scheme name	Capital Programme budgets				
	Current Budget 2012/2013	Current Budget 2013/2014	Current Budget 2014/2015	Current Budget 2015/2016	Total
	£m	£m	£m	£m	£m

## Education schemes

Sarum Academy Salisbury	9.937	7.222			17.159
Additional Accommodation	15.984	5.147	5.147	5.147	31.425
NDS Maintenance & Modernisation	9.159	5.890	5.890	5.890	26.829
Devolved Formula Capital	1.078	1.078	1.078	1.078	4.312

<b>Capital Programme budgets</b>					
<b>Scheme name</b>	<b>Current Budget 2012/2013</b>	<b>Current Budget 2013/2014</b>	<b>Current Budget 2014/2015</b>	<b>Current Budget 2015/2016</b>	<b>Total</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
Access & Inclusion	0.100	0.100	0.100	0.100	0.400
DCSF Primary Capital Programme	0.026				0.026
DCSF Targeted Capital 14-19 SEN	0.700				0.700
Other Projects New Schools	3.122				3.122
Other Schools Projects - Expansions & Replacements	1.146				1.146
Other Education schemes	0.003				0.003
<b>Total Education schemes</b>	<b>41.255</b>	<b>19.437</b>	<b>12.215</b>	<b>12.215</b>	<b>85.122</b>

## Capital Programme budgets

Scheme name	Current Budget 2012/2013	Current Budget 2013/2014	Current Budget 2014/2015	Current Budget 2015/2016	Total
	£m	£m	£m	£m	£m

### Highways schemes

Integrated Transport	2.668	2.668	3.752	3.752	12.840
Bridges & Structural Maintenance	13.813	13.020	12.262	12.262	51.357
Additional assumed amount to maintain current provision	1.730	2.523	2.197	2.197	8.647
Footways, ALA, Land Drainage & Other Minor Schemes	0.500	0.500	0.500	0.500	2.000
<b>Total Highways schemes</b>	<b>18.711</b>	<b>18.711</b>	<b>18.711</b>	<b>18.711</b>	<b>74.844</b>

<b>Capital Programme budgets</b>					
<b>Scheme name</b>	<b>Current Budget 2012/2013</b>	<b>Current Budget 2013/2014</b>	<b>Current Budget 2014/2015</b>	<b>Current Budget 2015/2016</b>	<b>Total</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>

### **Campus and Operational Delivery (CAOD) schemes**

Hub Programme Office rationalisation	15.198	0.600			15.798
Operational Estate	2.067	3.000			5.067
Depot Strategy	1.000	3.000	2.900		6.900
Campus	10.000	17.146	8.514	8.135	43.795
<b>Total CAOD schemes</b>	<b>28.265</b>	<b>23.746</b>	<b>11.414</b>	<b>8.135</b>	<b>71.560</b>

Scheme name	Capital Programme budgets				
	Current Budget 2012/2013	Current Budget 2013/2014	Current Budget 2014/2015	Current Budget 2015/2016	Total
	£m	£m	£m	£m	£m

### Other Property schemes

Buildings Planned Maintenance (non CAOD)	3.265	2.500	2.500	2.500	10.765
<b>Total Other Property schemes</b>	<b>3.265</b>	<b>2.500</b>	<b>2.500</b>	<b>2.500</b>	<b>10.765</b>

### Housing schemes

Disabled Facilities Grants	2.900	2.555	1.000	1.000	7.455
Corporate Other Housing grants	0.961				0.961
Gypsy and Traveller sites	0.250	3.500			3.750
HRA - refurbishment of council stock	9.377	10.162	10.612	10.178	40.329
<b>Total Housing schemes</b>	<b>13.488</b>	<b>16.217</b>	<b>11.612</b>	<b>11.178</b>	<b>52.495</b>

Capital Programme budgets
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Scheme name	Current Budget 2012/2013	Current Budget 2013/2014	Current Budget 2014/2015	Current Budget 2015/2016	Total
	£m	£m	£m	£m	£m

### Waste scheme

Waste Transformation	0.528	0.138	0.138		0.804
<b>Total Waste schemes</b>	<b>0.528</b>	<b>0.138</b>	<b>0.138</b>	<b>0.000</b>	<b>0.804</b>

### Other schemes

Revenue & Benefits IT System	0.277				0.277
Carbon Reduction	2.700				2.700
Adult Social Care Strategy - Older People, LD & Mental health	0.654				0.654

Scheme name	Capital Programme budgets				
	Current Budget 2012/2013	Current Budget 2013/2014	Current Budget 2014/2015	Current Budget 2015/2016	Total
	£m	£m	£m	£m	£m

### Other schemes, continued

Area Boards and LPSA PRG reward grants	0.500	0.500	0.500	0.500	2.000
Rural Estates	0.400	0.195			0.595
Cross Departmental Initiatives System Developments	0.500	0.500			1.000
Digital Inclusion	3.000	9.900	5.000	2.000	19.900
ICT Schemes	0.670	1.000			1.670
Leisure (non campus)	0.750				0.750
Fleet Vehicles	0.500	2.000	0.500		3.000
<b>Total Other schemes</b>	<b>9.951</b>	<b>14.095</b>	<b>6.000</b>	<b>2.500</b>	<b>32.546</b>
<b>Total Capital Programme</b>	<b>115.463</b>	<b>94.844</b>	<b>62.590</b>	<b>55.239</b>	<b>328.136</b>

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## **STAFFING POLICY COMMITTEE**

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### **DRAFT MINUTES OF THE STAFFING POLICY COMMITTEE MEETING HELD ON 22 FEBRUARY 2012 AT ORKNEY ROOM, 2ND FLOOR, COUNTY HALL EAST WING, TROWBRIDGE.**

#### **Present:**

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

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#### **13. Apologies for absence**

An apology for absence was received from Cllr Mike Hewitt, (who was substituted by Cllr Bill Moss) and Cllr Jon Hubbard.

#### **14. Minutes of Previous Meeting**

##### **Resolved:**

**To confirm and sign the minutes of the Committee meeting held on 11 January 2012.**

#### **15. Declarations of Interest**

There were no declarations of interest.

#### **16. Chairman's Announcements**

There were no Chairman's announcements.

#### **17. Public Participation**

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

18. **Pay Policy Statement**

The Committee received a report by the Service Director HR & OD which had been prepared for consideration by Council on 28 February 2012. This Committee was being asked to consider it and make any representations to Council. Members noted that the salary threshold figure referred to in the executive summary report was incorrect; the figure should read £58,200 (and not £52,800 as printed).

It was noted that under chapter 8 of the Localism Act 2011 every local authority needed to prepare a pay policy statement for the financial year 2012/13 and each subsequent financial year.

**Resolved:**

**To recommend to Council, in order to comply with the Council's responsibility, to approve:-**

**(1) The pay policy statement, as set out in appendix 1 to the report, subject to the following amendments:-**

**(a) To include an explanation of Soulbury staff (as referred to in para 4) in the Definitions section towards the end of the draft Pay Policy Statement.**

**(b) Para 33 to read as follows:-**

**It is the council's policy that Hay graded employees are subject to a performance appraisal each year. If the performance is measured as satisfactory, an increment may be awarded (subject to *point 30.* above). If the performance does not meet the required standard an increment may be withheld.**

**(c) Para 34 to read as follows:-**

**For GLPC graded employees, increments are awarded automatically to the maximum of the grade (subject to *point 31.* above) unless formal proceedings are taking place under the Improving Work Performance Policy.**

**(d) Para 35 to read as follows:-**

**The Council does not offer a bonus *or honorarium scheme* to any employee.**

**(e) Para 45 to read as follows:-**

**All employees with a contract of employment of 3 months or more are entitled to join the *Local Government Pension Scheme*.**

- (2) Publication of senior staff salaries with a threshold of £58,200, along with job descriptions, budget responsibilities and numbers of staff, it being noted that individual members of staff would be asked to consent for their names to be included.**

19. **Urgent Items**

There were no items of urgent business.

(Duration of meeting: 9.30 - 9.50 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](mailto:roger.bishton@wiltshire.gov.uk)

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

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WILTSHIRE COUNCIL

SUMMONS ITEM NO.10

COUNCIL  
28 FEBRUARY 2012

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## **REVIEW OF ALLOCATION OF SEATS ON COMMITTEES TO POLITICAL GROUPS**

### **Introduction**

1. Following the resignation of Councillor Colmer as a member of the Liberal Democrat Group, a request has been received for a formal review of the allocation of seats on committees to political groups in accordance with Section 15 of the Local Government and Housing Act 1989.
2. This report will guide the Council in following the legal requirements in conducting this review and appointing Councillors to committees.

### **Legal Position**

3. Under the Local Government & Housing Act 1989 (“the Act”) and subsequent Regulations, (“the Regulations”), the Council must review the representation of the different political groups on committees on receipt of a request for such a review following a change in the size of political groups.
4. It is open to the Council when carrying out a review to adopt some arrangement other than that prescribed by the Act and the Regulations. Notice of such a proposal would have to be given in the Summons, and a decision would have to be by unanimous resolution, i.e. no-one should vote against it. The remainder of this report assumes that the Council will not want an alternative arrangement to that prescribed by law.

### **Political Groups**

5. Following Councillor Colmer’s resignation and his decision not to align himself with any existing political group within the Council, there remain five political groups and their respective strengths are now as follows:-

<u>Name of Group</u>	<u>No. of Councillors in Group</u>
Conservative	61
Liberal Democrat	23
Labour	2
Independent	8
Devizes Guardians	3
Ungrouped	1

## **Principles**

6. The Act sets out four principles which must be followed so far as reasonably practicable. They are:
  - (a) *Preventing domination by a single group:* All the seats on a committee should not be allocated to the same political group.
  - (b) *Ensuring a majority group enjoys a majority on all committees:* If one political group has a majority in the full Council, that political group should have a majority on each committee.
  - (c) *Aggregating all committee places and allocating fair shares:* Subject to the above two principles, the total number of seats on all the committees of the Authority allocated to each political group should be in the same proportion as that political group's seats on the full Council.
  - (d) *Ensuring as far as practicable fairness on each committee:* Subject to the above three principles, the number of seats on each committee of the Authority allocated to each political group should be in the same proportion as that political group's seats on the full Council.

## **Application of Principles**

7. The Council must review its appointments to committees in accordance with the principles laid down in the Act. Immediately this is done, and where there are amendments to the memberships of committees, the relevant Group Leader should state the names of the councillors it wishes to take its allocated places on committees, including substitutes, and when those wishes are known, the Council is under a duty to make the appointment of those councillors as soon as practicable. It is a legal requirement however that the Council formally approves the appointment of councillors to committees and therefore it is essential that each political group notifies the Head of Democratic Services of their nominated councillors to serve on committees, preferably before the Council meeting. Group Leaders may also wish to bear in mind the advantages of achieving a geographical spread of appointees.

## **Councillors not in a Political Group**

8. In the case of councillors who are not members of a political group, a proportion of seats on committees equal to the proportion of councillors who do not belong to a political group has to be reserved, with appointments to these seats being made by the Council at its discretion.

## **Committees of the Council**

9. At the annual meeting of the Council in May 2011 the following committees were formally re-appointed :

Strategic Planning

Area Planning – East, North, South and West  
Licensing  
Organisation and Resources Select  
Children’s Services Select  
Health and Adult Social Care Select  
Environment Select  
Audit  
Appeals  
Staffing Policy  
Officer Appointments  
Pension Fund  
Joint Committee for Appointment to Wiltshire Police Authority

10. The Council also appointed Area Boards and formally appointed councillors to their respective Area Board. These appointments are outside the scope of this report, as are the Cabinet and the Standards Committee. The political proportionality rules do not apply to these.

### **Appointment of Substitute Councillors**

11. The Constitution provides that the Council will appoint substitute councillors to serve on each committee. Each political group is entitled to appoint up to three substitutes where it has a councillor on that committee. As with nominations of committee members (see para 7 above) it is a legal requirement that the Council formally approves the appointment of substitute members to committees and therefore it is essential that each political group notifies the Head of Democratic Services of their nominated substitute councillors to serve on committees, preferably before the Council meeting.

### **Joint Committees**

12. Great Western Ambulance Service (GWAS) A health scrutiny joint committee was established by the local authorities covered by the GWAS area to review poor performance by the Trust.
13. Joint Committee for the Appointments to the Wiltshire Police Authority The Council also appoints a Joint Committee for Appointments to the Wiltshire Police Authority. The function of this committee is to formally approve nominations from Wiltshire Council and Swindon Borough Council for appointment to the Police Authority. The Appointments Committee is a Joint Committee of ten members, of whom the Council appoints seven and Swindon Borough Council appoints three.

### **Method to Calculate Places**

14. The principles in paragraph 6 can be applied in the following sequence:
  - (i) Calculate the total of seats with votes on all the ordinary committees and the Joint Committee for Appointments to the Police Authority and GWAS. (In doing so, the seats with votes on the Children’s Services Select Committee to be filled by the representatives of voluntary aided

schools, i.e. Church of England, the Roman Catholic Church and the three elected parent governor representatives should be excluded.)

- (ii) Calculate the proportion that each political group forms of the total membership of the Authority. The “total membership of the Authority” includes vacant seats.
  - (iii) Apply those proportions to the total number of ordinary committee seats to give the aggregate entitlement of each group; the requirement to apply the proportions “so far as reasonably practicable” can be met by rounding down fractional entitlements of less than half, and rounding up entitlements of a half or more; if this results in a greater aggregate than the number of seats available, the fractional entitlement(s) closest to a half should be rounded in the other direction until entitlements balance the available seats.
  - (iv) Apply the proportions to the number of councillors on each ordinary committee to give provisional entitlement to seats on that committee.
  - (v) If the provisional entitlement gives only one group seats on the committee, adjust the entitlement so that the next largest group has a seat (thus applying principle (a) in paragraph 6).
  - (vi) Finally, adjust the seats on each committee so that the total allocated to each group is as near as possible to their aggregate entitlement, whilst preserving the results reached at steps (iv) and (v) (thus applying principle (c) in paragraph 6).
15. The Council is free to adopt any aggregate number of places on ordinary committees so long as it follows the principles in paragraph 6 and the sequence in paragraph 14.
16. Attached to this report at Appendix 1 is a guide to proportional representation on Committees. A scheme of committee places that reflects this guide will be circulated in advance of the Council meeting once I have had the opportunity of discussing the matter further with the relevant Group Leaders.
17. In essence Councillor Colmer’s resignation from the Liberal Democrat Group means that the scheme of committee places agreed by the Council at its annual meeting in May 2011 requires some slight alteration. The allocation of seats to the Liberal Democrat and Labour Groups reduce by 1 each to provide for the allocation of 2 seats to Councillor Colmer.

### **Matters for Decision**

18. The Council is asked:
- (i) To note this report and the legal requirements.
  - (ii) To confirm the total aggregate number and the scheme of committee places available to councillors - to be circulated.



- (iv) To approve the consequential changes to the appointment of councillors to committees to serve until the next occasion membership is reviewed under the provisions of the Local Government & Housing Act 1989, which will be undertaken at the annual meeting of Council in May.

IAN GIBBONS,  
Solicitor to the Council

Report Author: John Quinton, Head of Democratic Services

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Unpublished documents relied upon in the production of this report: NONE

Environmental impact of the recommendations contained in this report: NONE

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**SCHEDULE**

**Proportional Representation Table**

	Conservative 61	Liberal Democrat 23	Labour 2	Independent 8	Devizes Guardians 3	Cllr Peter Colmer 1	
1	0.622	0.235	0.020	0.082	0.031	0.010	1.00
2	1.245	0.469	0.041	0.163	0.061	0.020	2.00
3	1.867	0.704	0.061	0.245	0.092	0.031	3.00
4	2.490	0.939	0.082	0.327	0.122	0.041	4.00
5	3.112	1.173	0.102	0.408	0.153	0.051	5.00
6	3.735	1.408	0.122	0.490	0.184	0.061	6.00
7	4.357	1.643	0.143	0.571	0.214	0.071	7.00
8	4.980	1.878	0.163	0.653	0.245	0.082	8.00
9	5.602	2.112	0.184	0.735	0.276	0.092	9.00
10	6.224	2.347	0.204	0.816	0.306	0.102	10.00
11	6.847	2.582	0.224	0.898	0.337	0.112	11.00
12	7.469	2.816	0.245	0.980	0.367	0.122	12.00
13	8.092	3.051	0.265	1.061	0.398	0.133	13.00
14	8.714	3.286	0.286	1.143	0.429	0.143	14.00
15	9.337	3.520	0.306	1.224	0.459	0.153	15.00
16	9.959	3.755	0.327	1.306	0.490	0.163	16.00
17	10.582	3.990	0.347	1.388	0.520	0.173	17.00
18	11.204	4.224	0.367	1.469	0.551	0.184	18.00
19	11.827	4.459	0.388	1.551	0.582	0.194	19.00
20	12.449	4.694	0.408	1.633	0.612	0.204	20.00
21	13.071	4.929	0.429	1.714	0.643	0.214	21.00
22	13.694	5.163	0.449	1.796	0.673	0.224	22.00
23	14.316	5.398	0.469	1.878	0.704	0.235	23.00
24	14.939	5.633	0.490	1.959	0.735	0.245	24.00
25	15.561	5.867	0.510	2.041	0.765	0.255	25.00
26	16.184	6.102	0.531	2.122	0.796	0.265	26.00
27	16.806	6.337	0.551	2.204	0.827	0.276	27.00
28	17.429	6.571	0.571	2.286	0.857	0.286	28.00
29	18.051	6.806	0.592	2.367	0.888	0.296	29.00
30	18.673	7.041	0.612	2.449	0.918	0.306	30.00
31	19.296	7.276	0.633	2.531	0.949	0.316	31.00
32	19.918	7.510	0.653	2.612	0.980	0.327	32.00
33	20.541	7.745	0.673	2.694	1.010	0.337	33.00
34	21.163	7.980	0.694	2.776	1.041	0.347	34.00
35	21.786	8.214	0.714	2.857	1.071	0.357	35.00
36	22.408	8.449	0.735	2.939	1.102	0.367	36.00
37	23.031	8.684	0.755	3.020	1.133	0.378	37.00
38	23.653	8.918	0.776	3.102	1.163	0.388	38.00
39	24.276	9.153	0.796	3.184	1.194	0.398	39.00
40	24.898	9.388	0.816	3.265	1.224	0.408	40.00
41	25.520	9.622	0.837	3.347	1.255	0.418	41.00
42	26.143	9.857	0.857	3.429	1.286	0.429	42.00
43	26.765	10.092	0.878	3.510	1.316	0.439	43.00
44	27.388	10.327	0.898	3.592	1.347	0.449	44.00
45	28.010	10.561	0.918	3.673	1.378	0.459	45.00
46	28.633	10.796	0.939	3.755	1.408	0.469	46.00
47	29.255	11.031	0.959	3.837	1.439	0.480	47.00
48	29.878	11.265	0.980	3.918	1.469	0.490	48.00
49	30.500	11.500	1.000	4.000	1.500	0.500	49.00
50	31.122	11.735	1.020	4.082	1.531	0.510	50.00
51	31.745	11.969	1.041	4.163	1.561	0.520	51.00
52	32.367	12.204	1.061	4.245	1.592	0.531	52.00
53	32.990	12.439	1.082	4.327	1.622	0.541	53.00
54	33.612	12.673	1.102	4.408	1.653	0.551	54.00
55	34.235	12.908	1.122	4.490	1.684	0.561	55.00
56	34.857	13.143	1.143	4.571	1.714	0.571	56.00
57	35.480	13.378	1.163	4.653	1.745	0.582	57.00
58	36.102	13.612	1.184	4.735	1.776	0.592	58.00
59	36.724	13.847	1.204	4.816	1.806	0.602	59.00
60	37.347	14.082	1.224	4.898	1.837	0.612	60.00
61	37.969	14.316	1.245	4.980	1.867	0.622	61.00
62	38.592	14.551	1.265	5.061	1.898	0.633	62.00
63	39.214	14.786	1.286	5.143	1.929	0.643	63.00
64	39.837	15.020	1.306	5.224	1.959	0.653	64.00
65	40.459	15.255	1.327	5.306	1.990	0.663	65.00
66	41.082	15.490	1.347	5.388	2.020	0.673	66.00
67	41.704	15.724	1.367	5.469	2.051	0.684	67.00
68	42.327	15.959	1.388	5.551	2.082	0.694	68.00
69	42.949	16.194	1.408	5.633	2.112	0.704	69.00
70	43.571	16.429	1.429	5.714	2.143	0.714	70.00
71	44.194	16.663	1.449	5.796	2.173	0.724	71.00
72	44.816	16.898	1.469	5.878	2.204	0.735	72.00
73	45.439	17.133	1.490	5.959	2.235	0.745	73.00
74	46.061	17.367	1.510	6.041	2.265	0.755	74.00
75	46.684	17.602	1.531	6.122	2.296	0.765	75.00
76	47.306	17.837	1.551	6.204	2.327	0.776	76.00
77	47.929	18.071	1.571	6.286	2.357	0.786	77.00
78	48.551	18.306	1.592	6.367	2.388	0.796	78.00
79	49.173	18.541	1.612	6.449	2.418	0.806	79.00
80	49.796	18.776	1.633	6.531	2.449	0.816	80.00
81	50.418	19.010	1.653	6.612	2.480	0.827	81.00
82	51.041	19.245	1.673	6.694	2.510	0.837	82.00
83	51.663	19.480	1.694	6.776	2.541	0.847	83.00
84	52.286	19.714	1.714	6.857	2.571	0.857	84.00
85	52.908	19.949	1.735	6.939	2.602	0.867	85.00
86	53.531	20.184	1.755	7.020	2.633	0.878	86.00
87	54.153	20.418	1.776	7.102	2.663	0.888	87.00
88	54.776	20.653	1.796	7.184	2.694	0.898	88.00
89	55.398	20.888	1.816	7.265	2.724	0.908	89.00
90	56.020	21.122	1.837	7.347	2.755	0.918	90.00
91	56.643	21.357	1.857	7.429	2.786	0.929	91.00
92	57.265	21.592	1.878	7.510	2.816	0.939	92.00
93	57.888	21.827	1.898	7.592	2.847	0.949	93.00
94	58.510	22.061	1.918	7.673	2.878	0.959	94.00
95	59.133	22.296	1.939	7.755	2.908	0.969	95.00
96	59.755	22.531	1.959	7.837	2.939	0.980	96.00
97	60.378	22.765	1.980	7.918	2.969	0.990	97.00
98	61.000	23.000	2.000	8.000	3.000	1.000	98.00
99	61.622	23.235	2.020	8.082	3.031	1.010	99.00
100	62.245	23.469	2.041	8.163	3.061	1.020	100.00
101	62.867	23.704	2.061	8.245	3.092	1.031	101.00
102	63.490	23.939	2.082	8.327	3.122	1.041	102.00
103	64.112	24.173	2.102	8.408	3.153	1.051	103.00
104	64.735	24.408	2.122	8.490	3.184	1.061	104.00

	Conservative	Liberal Democrat	Labour	Independent	Devizes Guardians	Cllr Peter Colmer	
	61	23	2	8	3	1	
105	65.357	24.643	2.143	8.571	3.214	1.071	105.00
106	65.980	24.878	2.163	8.653	3.245	1.082	106.00
107	66.602	25.112	2.184	8.735	3.276	1.092	107.00
108	67.224	25.347	2.204	8.816	3.306	1.102	108.00
109	67.847	25.582	2.224	8.898	3.337	1.112	109.00
110	68.469	25.816	2.245	8.980	3.367	1.122	110.00
111	69.092	26.051	2.265	9.061	3.398	1.133	111.00
112	69.714	26.286	2.286	9.143	3.429	1.143	112.00
113	70.337	26.520	2.306	9.224	3.459	1.153	113.00
114	70.959	26.755	2.327	9.306	3.490	1.163	114.00
115	71.582	26.990	2.347	9.388	3.520	1.173	115.00
116	72.204	27.224	2.367	9.469	3.551	1.184	116.00
117	72.827	27.459	2.388	9.551	3.582	1.194	117.00
118	73.449	27.694	2.408	9.633	3.612	1.204	118.00
119	74.071	27.929	2.429	9.714	3.643	1.214	119.00
120	74.694	28.163	2.449	9.796	3.673	1.224	120.00
121	75.316	28.398	2.469	9.878	3.704	1.235	121.00
122	75.939	28.633	2.490	9.959	3.735	1.245	122.00
123	76.561	28.867	2.510	10.041	3.765	1.255	123.00
124	77.184	29.102	2.531	10.122	3.796	1.265	124.00
125	77.806	29.337	2.551	10.204	3.827	1.276	125.00
126	78.429	29.571	2.571	10.286	3.857	1.286	126.00
127	79.051	29.806	2.592	10.367	3.888	1.296	127.00
128	79.673	30.041	2.612	10.449	3.918	1.306	128.00
129	80.296	30.276	2.633	10.531	3.949	1.316	129.00
130	80.918	30.510	2.653	10.612	3.980	1.327	130.00
131	81.541	30.745	2.673	10.694	4.010	1.337	131.00
132	82.163	30.980	2.694	10.776	4.041	1.347	132.00
133	82.786	31.214	2.714	10.857	4.071	1.357	133.00
134	83.408	31.449	2.735	10.939	4.102	1.367	134.00
135	84.031	31.684	2.755	11.020	4.133	1.378	135.00
136	84.653	31.918	2.776	11.102	4.163	1.388	136.00
137	85.276	32.153	2.796	11.184	4.194	1.398	137.00
138	85.898	32.388	2.816	11.265	4.224	1.408	138.00
139	86.520	32.622	2.837	11.347	4.255	1.418	139.00
140	87.143	32.857	2.857	11.429	4.286	1.428	140.00
141	87.765	33.092	2.878	11.510	4.316	1.439	141.00
142	88.388	33.327	2.898	11.592	4.347	1.449	142.00
143	89.010	33.561	2.918	11.673	4.378	1.459	143.00
144	89.633	33.796	2.939	11.755	4.408	1.469	144.00
145	90.255	34.031	2.959	11.837	4.439	1.480	145.00
146	90.878	34.265	2.980	11.918	4.469	1.490	146.00
147	91.500	34.500	3.000	12.000	4.500	1.500	147.00
148	92.122	34.735	3.020	12.082	4.531	1.510	148.00
149	92.745	34.969	3.041	12.163	4.561	1.520	149.00
150	93.367	35.204	3.061	12.245	4.592	1.531	150.00
151	93.990	35.439	3.082	12.327	4.622	1.541	151.00
152	94.612	35.673	3.102	12.408	4.653	1.551	152.00
153	95.235	35.908	3.122	12.490	4.684	1.561	153.00
154	95.857	36.143	3.143	12.571	4.714	1.571	154.00
155	96.480	36.378	3.163	12.653	4.745	1.582	155.00
156	97.102	36.612	3.184	12.735	4.776	1.592	156.00
157	97.724	36.847	3.204	12.816	4.806	1.602	157.00
158	98.347	37.082	3.224	12.898	4.837	1.612	158.00
159	98.969	37.316	3.245	12.980	4.867	1.622	159.00
160	99.592	37.551	3.265	13.061	4.898	1.633	160.00
161	100.214	37.786	3.286	13.143	4.929	1.643	161.00
162	100.837	38.020	3.306	13.224	4.959	1.653	162.00
163	101.459	38.255	3.327	13.306	4.990	1.663	163.00
164	102.082	38.490	3.347	13.388	5.020	1.673	164.00
165	102.704	38.724	3.367	13.469	5.051	1.684	165.00
166	103.327	38.959	3.388	13.551	5.082	1.694	166.00
167	103.949	39.194	3.408	13.633	5.112	1.704	167.00
168	104.571	39.429	3.429	13.714	5.143	1.714	168.00
169	105.194	39.663	3.449	13.796	5.173	1.724	169.00
170	105.816	39.898	3.469	13.878	5.204	1.735	170.00
171	106.439	40.133	3.490	13.959	5.235	1.745	171.00
172	107.061	40.367	3.510	14.041	5.265	1.755	172.00
173	107.684	40.602	3.531	14.122	5.296	1.765	173.00
174	108.306	40.837	3.551	14.204	5.327	1.776	174.00
175	108.929	41.071	3.571	14.286	5.357	1.786	175.00
176	109.551	41.306	3.592	14.367	5.388	1.796	176.00
177	110.173	41.541	3.612	14.449	5.418	1.806	177.00
178	110.796	41.776	3.633	14.531	5.449	1.816	178.00
179	111.418	42.010	3.653	14.612	5.480	1.827	179.00
180	112.041	42.245	3.673	14.694	5.510	1.837	180.00
181	112.663	42.480	3.694	14.776	5.541	1.847	181.00
182	113.286	42.714	3.714	14.857	5.571	1.857	182.00
183	113.908	42.949	3.735	14.939	5.602	1.867	183.00
184	114.531	43.184	3.755	15.020	5.633	1.878	184.00
185	115.153	43.418	3.776	15.102	5.663	1.888	185.00
186	115.776	43.653	3.796	15.184	5.694	1.898	186.00
187	116.398	43.888	3.816	15.265	5.724	1.908	187.00
188	117.020	44.122	3.837	15.347	5.755	1.918	188.00
189	117.643	44.357	3.857	15.429	5.786	1.929	189.00
190	118.265	44.592	3.878	15.510	5.816	1.939	190.00
191	118.888	44.827	3.898	15.592	5.847	1.949	191.00
192	119.510	45.061	3.918	15.673	5.878	1.959	192.00
193	120.133	45.296	3.939	15.755	5.908	1.969	193.00
194	120.755	45.531	3.959	15.837	5.939	1.980	194.00
195	121.378	45.765	3.980	15.918	5.969	1.990	195.00
196	122.000	46.000	4.000	16.000	6.000	2.000	196.00
197	122.622	46.235	4.020	16.082	6.031	2.010	197.00
198	123.245	46.469	4.041	16.163	6.061	2.020	198.00
199	123.867	46.704	4.061	16.245	6.092	2.031	199.00
200	124.490	46.939	4.082	16.327	6.122	2.041	200.00

**WILTSHIRE COUNCIL  
COUNCIL  
28 FEBRUARY 2012**

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## **QUESTIONS FROM COUNCILLORS**

### **QUESTION FROM CLLR ERNIE CLARK, HILPERTON DIVISION**

#### **TO CLLR JANE SCOTT, LEADER OF THE COUNCIL**

##### **Question 1**

Private Eye magazine's 'Rotten Boroughs' column has revealed that the beneficiaries of the Kennet District Council 'non-pensionable honoraria' scheme were Chief Executive Mark Boden, HR director Anne Ewing and Chief Finance Officer Andrew Hart. The sums involved were reported as £10,360 for Boden, £5,733 for Ewing and £6,298 for Hart.

In reply to my question to her in February last year, Cllr. Scott replied 'The Council is pursuing two claims amounting to a total sum of approximately £20,000. Both cases are being contested and one of the individuals has instructed a solicitor. The Council is considering its position in the light of the points raised in defence.'

Assuming that the council has now considered its position, could Cllr Scott please advise what action is now being pursued and which of the three officers were, or are, being pursued to repay the monies? Why were only two being pursued and not all three? How did she come to the figure of 'a total sum of approx. £20,000'?

##### **Response**

The action being pursued is recovery of the enhanced element of severance payments in those cases where the honorarium was erroneously included in the calculation of severance payments.

In the majority of cases where the honorarium was paid either the staff did not leave the Council or the mistake was picked up before the staff member left the employ of the Council and therefore they did not receive an enhanced element to their severance payments.

There were only two former Kennet staff members who received an enhanced element of their severance payments (£9,722.74 and £10,038.33 respectively).

The recovery action that has been taken is that demand has been made of the two former staff members for recovery of these sums. One has responded denying any liability and raising a number of factors in defence of the payment. The other has instructed a solicitor who has required further information before responding.

Due to the historical nature of this information it has taken some time to compile this information and therefore there has been a delay. This information has now been supplied to the party's solicitor and the Council's Legal Team is waiting for a response. Once this is received any defences raised can be considered and a final decision made as to whether Court proceedings are justifiable.

## **QUESTIONS FROM COUNCILLOR**

### **QUESTION FROM CLLR JON HUBBARD, MELKSHAM SOUTH DIVISION**

#### **TO COUNCILLOR JANE SCOTT** **LEADER OF THE COUNCIL**

##### **Question 1**

In the light of public and ministerial concerns that the practice of paying public sector workers through private companies “may be rife across local government” (Financial times), can she give a public reassurance that this practice has not been used by Wiltshire Council since its establishment in 2009? If it has been used, how many people listed as Council staff have been paid in this way?

##### **Response**

A response is being prepared.

**QUESTIONS FROM COUNCILLORS - ITEM 13**

**QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON  
DIVISION**

**TO CLLR JANE SCOTT, LEADER OF THE COUNCIL**

**Question 1**

- a) What has been the cost to the Council to date for its support for the shadow Health and Wellbeing Board?
- b) Does the Council's apparently enthusiastic support for this initiative imply this Administration's full support for the NHS Bill on which the Board depends?

**Response**

- a) The cost to date has been minimal (under £1,000), reflecting the costs of 3 development workshops for Board members and other stakeholders.

All other development and support costs have been met from within existing resources, including:

1. Adult Social Care Service Director and Head of Service
2. Democratic Services Head of Service
3. National Graduate Management Trainee (6 month placement)

A verbal response will be given at the meeting.



## **QUESTIONS FROM COUNCILLORS - ITEM 13**

### **QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON DIVISION**

#### **TO KEITH HUMPHRIES, CABINET MEMBER FOR PUBLIC HEALTH AND PROTECTION SERVICES**

##### **Question 1**

As the Police Reform and Social Responsibility Act 2011 makes major changes to the Licensing Act 2003 and the licensing system, is not time to begin an early review of the Council's Licensing Policy and to engage the public in that review?

##### **Response**

The Police Reform and Social Responsibility Act 2011 contains a number of key changes to Licensing Act including the following:

- the introduction of a late night levy to help cover the cost of policing the late night economy
- increasing the flexibility of early morning alcohol restriction orders
- lowering the evidential threshold on licensing authorities
- removal of the existing vicinity test for licensing representations to allow wider local community involvement.

None of these changes come into effect immediately on Royal Assent. The existing legislative procedure and protocol means that the measures are brought into force on one of two common commencement dates in April or October each year. The earliest therefore any of the alcohol provisions will be introduced is likely to be 6 April 2012, with more complex proposals requiring detailed secondary legislation likely to be commenced later. Further information regarding consultation on these changes will be available shortly from the Home Office.

The Licensing Policy Committee were made aware of the impending changes at their meeting earlier this month and are monitoring progress through the various government channels. Once we have full details of the proposals (and guidance) we will respond accordingly which will include a review of the existing Licensing Policy, including consultation with both the public and partners and appropriate training for members of the Committee. This commitment is already contained within the work programme of the Committee and was raised and discussed at the last meeting of the Licensing Policy Committee - please refer to page 146 and 147 of the minutes book received with the Council summons.

**QUESTIONS FROM COUNCILLORS - ITEM 13**

**QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON  
DIVISION**

**TO CLLR TOBY STURGIS, CABINET MEMBER FOR WASTE, PROPERTY,  
ENVIRONMENT AND DEVELOPMENT CONTROL SERVICES**

**Question 1**

You will be familiar with the Market Quarter area in Chippenham, given your involvement in the planning decisions there. Linden Homes have recently announced major changes to the parking arrangements there, including the putting up of warning notices which do not have the required planning permission.

- a. Given that the lives of several hundred Wiltshire residents are being adversely affected by these notices, will he ask enforcement officers to prioritise action on these notices?
- b. What were the parking provisions in the approved application, in terms of the total number of spaces and the number of visitor parking spaces?
- c. Would it be legally acceptable to leave a private site of this size without any visitor or disabled parking spaces?
- d. If the changes proposed by Linden Homes prove to be contrary to the parking provisions specified in the original, approved plans, will he also ask enforcement officers to act swiftly to get Linden Homes to restore the original space provisions?

**Response**

A response is being prepared.

**QUESTIONS FROM COUNCILLORS - ITEM 13**

**QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON  
DIVISION**

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

**Question 1**

In the event that parking provision in the Market Quarter area in Chippenham is drastically changed (see my question to Cllr Sturgis), it seems certain to force a significant amount of additional vehicle parking onto nearby streets. If this happens, what urgent steps will be taken to review the street parking arrangements in the area?

**Response**

The specific circumstances will be considered as part of the next area review as shown in the policy shown at:

<http://cms.wiltshire.gov.uk/ieDecisionDetails.aspx?ID=431>

## **QUESTIONS FROM COUNCILLORS - ITEM 13**

### **QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON DIVISION**

#### **TO CLLR DICK TONGE, CABINET MEMBER FOR HIGHWAYS AND TRANSPORT**

##### **Question 1**

- a. Is it correct that the procedure you have introduced for changes to onstreet parking regimes require issues first of all to be logged on the Area Board issues system, then referred to town or parish councils, then back to the Area Boards, and then once a year back to Council officers in Trowbridge? And after that, if action is taken, it has to go through the lengthy processes of public advertisement and consultation? Do you agree that this process could take upwards of two years between an issue being raised and a solution put in place?
- b. With this process in place, how will the Council exercise its role as the strategic parking authority, for example in undertaking a much-needed review of parking in the vicinity of Chippenham Station?

##### **Response**

##### **Response**

- a) If a Town or Parish Council refuses to consider requests they will be referred to the Area Board for consideration. If the Town Council considers requests there is no need for them to be reviewed by the Area Board.

The legislative timescale is determined by the Department of Transport and the need for proper and thorough consultation. All waiting and parking restrictions are controlled by a legal Order known as a Traffic Regulation Order (TRO). Enforcement is then carried out as a contravention of the legal Order. The TRO process can take many months to complete and the costs of developing proposals and consultation, together with the advertising and legal fees, can be substantial. For this reason, schemes requiring a TRO are not normally carried out on an ad hoc basis. Experience has also shown that the introduction of ad hoc restrictions can result in shifting the problem elsewhere. Accordingly, a comprehensive review of the parking in a Town or Parish as a whole is the most effective and efficient way of dealing with parking issues.

- b) All requests will be processed as shown in a) above. The Council will exercise its role in the way shown in policy HT- 030 -11, as shown at <http://cms.wiltshire.gov.uk/ieDecisionDetails.aspx?ID=431>

**QUESTIONS FROM COUNCILLORS - ITEM 13**

**QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON  
DIVISION**

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

**Question 1**

Is it the policy of this administration that meetings of Community Area Transport Groups should be held behind closed doors, with no access for the public and press? If not, will you encourage all CAT Groups to hold their meetings in public, and also to make agendas and papers available in advance to all Wiltshire Councillors in their areas?

**Response**

The recommendations of the CATG's go to the Area Boards for public discussion and then approval or otherwise by the Area Board members. The attendance at CATG's is a matter for the particular Area Board.

## **QUESTIONS FROM COUNCILLORS - ITEM 13**

### **QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON DIVISION**

#### **TO CLLR JANE SCOTT, LEADER OF THE COUNCIL**

##### **Question 1**

- a) What arrangements are being made to set up the Wiltshire Police and Crime Panel?
- b) How is it envisaged that the 'balanced appointments' required by the Police Reform and Social Responsibility Act 2011 will be met for the panel as a whole?
- c) Will the formal proposals for the Panel be brought to full Council for its agreement?

##### **Response**

- (a) Councillors and Officers of both Swindon and Wiltshire Councils and the Police Authority have met to have initial discussions on the transition from Police Authority to directly elected Police and Crime Commissioner including the arrangements for the Police and Crime Panel.

Tasks that need to be undertaken have been identified and allocated to officers of the respective authorities. Initially a report will be prepared for the Transition Board that the Police Authority has established to oversee the transition.

Group Leaders were informed of this on 20 February and an article was included in the Elected Wire on 24 February 2012.

- (b) In establishing the Panel the Act requires that as far as reasonably practicable, local authorities must achieve a balanced composition for the Panel. This is to achieve both a geographical and political balance.

Part of the discussions referred to in (a) above have touched on this.

However final determination of this matter will have to await the elections that Swindon has in May. These are "all out" elections so the outcome may have an impact on the overall political proportionality between the two councils.

- (c) The Panel will be a joint committee of Swindon and Wiltshire Councils and so yes the matter will be brought before the Council in order that the Panel is formally appointed – probably in May at the Annual meeting.

## QUESTIONS FROM COUNCILLORS - ITEM 13

### QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON DIVISION

#### TO CLLR FLEUR DE RHÉ-PHILLIPE, CABINET MEMBER FOR ECONOMIC DEVELOPMENT AND STRATEGIC PLANNING

##### Question 1

- a) Now that there has been time for reflection, can you explain the mysterious appearance of the paragraph 61 “Junction 17, M4, provides an opportunity for new employment provision in Wiltshire. These opportunities should be explored further in conjunction with the Wiltshire and Swindon Enterprise Partnership” in the version of the Core Strategy draft provided to Councillors for the meeting on February 7th?
- b) Does its subsequent omission mean that these opportunities will not now be explored, even though land there has been offered for development?

##### Response

- a) The inclusion of this bullet point was a drafting error. It related to an issue that was considered during the production process of the Core Strategy and one that was subsequently discounted. It was considered that this would be inconsistent with the overall strategy for employment delivery at Chippenham, which is to be focused at the town to support its self containment and help reduce out commuting (paragraph 5.49, Wiltshire Core Strategy Pre-Submission Document February 2012).

An earlier draft of the Chippenham section containing the bullet point approach, referring to Junction 17, was inadvertently used in the Council version. As this hadn't been part of the document recommended to Council by Cabinet, it obviously couldn't, nor did it need to be in the Draft Core Strategy that was in front of Council for approval for consultation.

- b) The Wiltshire Core Strategy Pre-Submission Document (paragraph 6.5) recognises that:

*“There may be proposals that may arise during the plan period that are of exceptional strategic importance to the Wiltshire economy which may merit consideration. In such circumstances, potential will be explored in conjunction with the Swindon and Wiltshire Local Enterprise Partnership, with consideration being given to the sub-regional context and impacts on the overall development strategy, in particular not undermining the delivery of the strategic employment sites already planned at settlements.”*

As such potential exists to explore opportunities that come forward.

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## **CABINET**

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MINUTES of a MEETING held in SALISBURY GUILDHALL, THE MARKET PLACE, SALISBURY, SP1 1JH on Wednesday, 15 February 2012.

Cllr John Brady	Cabinet Member for Finance Performance and Risk
Cllr John Noeken	Cabinet Member for Resources
Cllr Fleur de Rhe-Philipe	Cabinet Member for Economic Development and Strategic Planning
Cllr Jane Scott OBE	Leader of the Council
Cllr Toby Sturgis	Cabinet Member for Waste, Property Environment and Development Control Services
Cllr John Thomson	Deputy Leader and Cabinet Member for Adult Care, Communities and Housing
Cllr Stuart Wheeler	Cabinet Member for Transformation, Culture, Leisure and Libraries

Also in Attendance:	Cllr Trevor Carbin
	Cllr Nigel Carter
	Cllr Richard Clewer
	Cllr Christopher Cochrane
	Cllr Mary Douglas
	Cllr Richard Gamble
	Cllr Mike Hewitt
	Cllr Jon Hubbard
	Cllr Jerry Kunkler
	Cllr Alan Macrae
	Cllr Bill Moss
	Cllr Ricky Rogers

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### **25. Apologies**

Apologies for absence had been received from the following:

- Councillor Dick Tonge
- Councillor Lionel Grundy
- Councillor Keith Humphries
- Councillor Laura Mayes.

The Leader noted that Councillor Humphries and Councillor Grundy were both unwell, and wished them both a speedy recovery.

26. **Minutes of the previous meetings**

The minutes of the two meetings held on 17 January 2012 and the meeting held on 30 January 2012 were presented.

**Resolved:**

**To approve as a correct record and sign the minutes of the two meetings held on 17 January 2012, and the meeting held on 30 January 2012.**

27. **Minutes - Capital Assets Committee**

The minutes of the meeting of the Cabinet Capital Assets Committee held on 18 January 2012 were received and noted.

28. **Declarations of Interest**

There were no declarations of interest.

29. **Leader's announcements**

The Leader announced that she would be bringing item 11 (Formation of a School Company) forward to immediately after item 6, as Mr Andy Packer (Headteacher of John of Gaunt Secondary School, Trowbridge) was in attendance for this item.

30. **Public participation**

No one had registered to speak, however the Leader reported that she would be happy for members of the public present to participate in the discussion on items on the agenda.

At this point Councillor Bill Moss raised an issue where a pensioner who was also a Council house tenant had been charged for pest control work. The Leader requested that the details be put in writing and passed to Corporate Directors who would investigate the matter.

31. **Formation of a School Company**

In the absence of Councillor Lionel Grundy (Cabinet Member for Children's Services), Carolyn Godfrey, Corporate Director, presented a report which outlined a proposal from the Trowbridge Cluster of Schools to establish a company limited by guarantee with charitable status to deliver a number of services across the Trowbridge area, and proposed that the local authority become the supervising authority for maintained schools who join the company.

At the Chairman's invitation, Mr Andy Packer, Headteacher of John of Gaunt Secondary School, Trowbridge, spoke on the proposal, explaining that the formation of a company would consolidate the good work to date within the Trowbridge Cluster of schools. The proposed company would also operate as a social enterprise, so any surplus would be reinvested for the benefit of the schools.

The Leader asked Mr Packer to provide the Cabinet with an update in a year's time on how the company was progressing.

**Resolved:**

- a) That the local authority (LA) approves the formation of a schools company Collaborative Schools Ltd.**
- b) The LA becomes the supervising authority for the company.**
- c) The LA instructs the Clarendon College that it must not become a formal member of the company whilst it is in Special Measures.**

Reason for Decision

The Trowbridge schools have proposed the establishment of a school company as the most effective method for ensuring the continued delivery of extended services and collaboration between schools.

The company must have a supervising authority which would normally be the local authority in whose area the schools are located.

**32. Budget Monitoring Period 9 December 2011**

Councillor John Brady, Cabinet Member for Finance, Performance and Risk, presented a report which advised the Cabinet of the revenue budget monitoring position as at the end of Period 9 (December 2011) for the financial year 2011/2012 and highlighted significant new cost pressures or changes since the last report on 13 December 2011. Councillor Brady noted that the current position showed revised potential cost pressures of £0.279 million at Period 9, and was confident that this could be addressed to provide a balanced budget by the end of the financial year.

The Cabinet thanked all those who had worked to provide a balanced budget for the Council.

**Resolved:**

**To note the outcome for the Period 9 (December 2011) budget monitoring and to receive updated movements since the previous report in December.**

Reason for Decision

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

**33. Treasury Management Strategy 2012-13**

Councillor John Brady, Cabinet Member for Finance, Performance and Risk, presented a report which presented the Treasury Management Strategy for 2012-13 including:

- a) The Prudential and Treasury Indicators (Prls and Trls) for the next three years;
- b) Other debt management decisions required for 2012-13 that do not feature within the Prls or Trls; and
- c) The Annual Investment Strategy for 2012-13.

**Resolved:**

**To recommend that the Council:**

- a) **adopt the Prudential and Treasury Indicators (Appendix A);**
- b) **adopt the Annual Investment Strategy and approve the changes in the Strategy, resulting from the replacement of Fitch Ratings individual credit ratings with new bank viability ratings (Appendix B, paragraph 22) and the updated guidance on the determination of the maturity of LOBO loans (a detailed explanation is shown below in paragraphs 21 to 24 of this report);**
- c) **delegate to the Chief Finance Officer the authority to vary the amount of borrowing and other long term liabilities within both the Treasury Indicators for the Authorised Limit and the Operational Boundary;**
- d) **authorise the Chief Finance Officer to agree the restructuring of existing long-term loans where savings are achievable or to enhance the long term portfolio;**
- e) **agree that short term cash surpluses and deficits continue to be managed through temporary loans and deposits; and**
- f) **agree that any long term surplus cash balances not required to cover borrowing are placed in authorised money-market funds, particularly where this is more cost effective than short term deposits and delegate to the Chief Finance Officer the authority to select such funds.**

### Reason for Decision

To enable the Council to agree a Treasury Management Strategy for 2012-13 and set Prudential Indicators that comply with statutory guidance and reflect best practice.

#### **34. Treasury Management Strategy 2011-12 - Revision January 2012**

Councillor John Brady, Cabinet Member for Finance, Performance and Risk, presented a report which presented the revised Treasury Management Strategy for 2011-12 to reflect the need to borrow for HRA (Housing Revenue Account) self-financing due to the statutory change under the Localism Bill and includes:

- a) the revised Prudential and Treasury Indicators (Prls and Trls) for the next three years; and
- b) the revised Annual Investment Strategy for 2011-12.

For clarity, and the benefit of the members of the public who were present, Councillor John Thomson (Deputy Leader and Cabinet Member for Adult Care, Communities and Housing) explained the background to the proposal to increase the Council's borrowing on this basis. Under previous legislation, Councils were required to pay a portion of their income from Housing rents to central government for redistribution as part of the Housing subsidy scheme. However, under the Localism Act 2011, Councils could buy out of this scheme, and retain all rental income, along with the responsibility to support, maintain and develop their own housing stock. This self-financing would require a payment from the Council to the Department for Communities and Local Government (DCLG) of £119.356 million in March 2012, increasing the Council's level of indebtedness by just over 50%. This option would leave the Council's HRA around £3 million better off per year.

In response to comments made regarding the proposed rent increase, it was confirmed that this figure had been set by central government, although other fees and charges were being kept at existing levels to minimise the impact on tenants. It was noted that Housing Association rents tended to be higher than Council rents; Councillor Thomson undertook to provide details on this to the Tenants' Panel.

In addition, the Leader undertook to investigate a submission sent to the Council's Housing department and to write a letter to the Housing Minister setting out the impact of rent increases on Wiltshire Council tenants.

Following discussion regarding garage rents, Councillor Thomson undertook to provide information on garage tenancy rates to Councillor Jon Hubbard.

**Resolved:**

**To recommend that the Council:**

- a) adopt the revised Prudential and Treasury Indicators (Appendix A);**
- b) adopt the revised Annual Investment Strategy (Appendix B);**
- c) delegate to the Chief Finance Officer the authority to vary the amount of borrowing and other long term liabilities within both the Treasury Indicators for the Authorised Limit and the Operational Boundary;**
- d) authorise the Chief Finance Officer to agree the restructuring of existing long-term loans where savings are achievable or to enhance the long term portfolio;**
- e) agree that short term cash surpluses and deficits continue to be managed through temporary loans and deposits; and**
- f) agree that any long term surplus cash balances not required to cover borrowing are placed in authorised money-market funds, particularly where this is more cost effective than short term deposits and delegate to the Chief Finance Officer the authority to select such funds.**

Reason for Decision

To enable the Council to agree a revised Treasury Management Strategy for 2011-12 and set revised Prudential Indicators to address the issues arising from the Housing Reform initiative, whilst retaining the required compliance with statutory guidance and reflecting best practice.

**35. Wiltshire Council's Business and Financial Plan Update 2012/13**

Councillor Jane Scott, Leader of the Council, presented a report which provided an assessment of Cabinet's draft proposals to Council to set a budget for 2012/13, and the impact on Council Tax, rents, fees and charges, the capital programme, schools, as well as reserves.

Joint Overview and Scrutiny had met on 9 February 2012 to appraise and scrutinise the proposals, as well as officers' conclusions, and comments from this meeting were presented in a tabled report, copies of which had been made available to the press and public.

The Leader, referring to the recommendations as set out in the report, moved an amendment that free swimming would be offered to all under 16 year olds during the Easter and summer holidays. This proposal was to contribute towards the County's legacy from the London 2012 Olympics and to address issues identified in the recent Joint Strategic Assessment (JSA), tackling child obesity and child poverty, as well as keeping children active during the school holidays. It was emphasised that schools did an excellent job of keeping children active during term time. The cost of this proposal would be around

£145,000, depending on take up, but it was reported that the publicity would be targeted at those who needed it most, and also through GPs and school nurses.

In response to a question, it was noted that the Council received a “bonus” from the government for keeping Council tax to a 0% increase. This bonus was the equivalent of a 2.5% increase, or £5.5 million.

**Resolved:**

**That Cabinet, following consideration of comments and recommendations arising from the Director of Finance and Corporate Directors’ statements, Scrutiny and public consultations, makes the following recommendations to Council on 28<sup>th</sup> February 2012:**

- a. **To endorse the update of the 2012-15 Business and Financial Plan.**
- b. **To recommend to Council, for approval, that the savings and investment proposals summarised at Sections 9 and 7 respectively of this report and Sections 4 and 5 of Cabinet’s proposed Financial Plan at Appendix 1 of this report, provides a net revenue budget for 2012/13 of £326.655 million.**
- c. **To recommend to Council to:**
  - i. **Freeze Wiltshire Council’s element of the Band D council tax for 2012/13 £1,222.43, as calculated in accordance with statute, as set out in Section 10 of this report.**
  - ii. **Set the Council’s total net expenditure budget for 2012/13 at £326.655 million.**
  - iii. **Adopt the changes introduced by Government and move from the current subsidy funding system to one of self-financing when local authorities take on responsibility for the current debt & repayment.**
  - iv. **Set a 6.4% increase for dwelling rents in accordance with rent restructuring.**
  - v. **Set the HRA Budget for 2012/13 (original) as set out at Appendix F of Cabinet’s proposed Financial Plan at Appendix 1 of this report.**
  - vi. **That all other rent or service charges related to the HRA be frozen at 2011/12 levels.**
  - vii. **The Capital programme proposed at Appendix E of Cabinet’s proposed Financial Plan, attached to this report at Appendix 1.**

- viii. **Set the changes in fees and charges set out in detail at Section 6 of Cabinet's proposed Financial Plan at Appendix 1 of this report.**
- ix. **To provide £145,000 to offer free swimming for under 16 year olds during the Easter and summer holidays.**

#### Reason for Decision

The Cabinet, following Scrutiny and consultation, is required to forward recommendations to Council to enable it to:

- Set its revenue, capital, housing revenue accounts, fees and charges, levels of reserves and resultant Council Tax for 2012/13 to then issue Council Tax and rent bills.
- Provide the Council with a strong business and financial plan for sustainable delivery for the remaining three years of those plans.

### **36. Business Plan Scorecard Report**

Councillor John Brady, Cabinet Member for Finance, Performance and Risk, presented a report which provided a summary of progress against Wiltshire Council's Business Plan, including:

- Performance indicators for Community Results and Council Performance for the period April to December 2011.
- The status of the Council's main programmes.

Comments and questions were raised on the plan as follows:

- Ref 2005 – Concern was raised in relation to the low figure for the number of children in care getting 5 A\*-C GCSEs. However, Scrutiny had identified that this was due to children in care often taking their exams in different timescales, which the monitoring did not take into account.
- Ref 2001 – It was noted that there was a constant need for volunteers as foster carers, and another recruitment campaign would be run.
- Ref 3007 – Councillors welcomed the high number of volunteers in the Library Service, commenting that this was a great example of using community involvement in running and extending service availability.
- Ref 5001 – Concern was raised over the fall in customer telephone call connection rates. This was being addressed and figures had improved since November 2011.
- Ref 6001 – Concern was raised over the high level of alcohol related hospital admissions. It was noted that the licensing service was taking action against irresponsible licensees who sold alcohol to under 18s, and to people who were already drunk, and there had been a number of



successes in this area recently. However, it was noted that licensees were under pressure to maintain sales due to rents and prices increasing, and were also faced with difficulties caused by fake IDs. It was reported that the Touch2ID scheme had proved successful in the Melksham area.

**Resolved:**

**To note progress against the Business Plan.**

Reason for Decision

To provide Cabinet with a summary of progress against the Business Plan.

**37. Salisbury Central Car Park and Maltings**

Councillor Fleur de Rhé-Philipe, Cabinet Member for Economic Development and Strategic Planning, presented a report which set out the process taken in accordance with European Procurement Regulations, and following approval by Cabinet in December 2010, to identify a preferred development partner for the retail led mixed development project at Salisbury Central Car Park and Maltings. The report invited the Cabinet to consider whether to award 'Preferred Bidder' status to the highest scoring bidder.

It was emphasised that the process had been extremely rigorous, and the three competitive bids had been evaluated against the criteria agreed in advance by Cabinet.

In addition, it was noted that this process was to select a development partner, and not to select a scheme; this would be produced following an extensive public consultation.

It was recommended that the meeting move into Part II to receive a detailed report on the outcome of the evaluation, to protect commercially sensitive information.

**38. Urgent Items**

There were no urgent items.

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

**Resolved:**

**To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified**

**in Item Number 16 (minute 40 below) because it was likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.**

**40. Salisbury and the Maltings Car Park**

Mark Hunnybun, Strategic Projects and Development Manager, presented the Part II report which had been tabled for Councillors, following which there were a number of questions and comments on the process and the detail of the bids.

**Resolved:**

- (i) To award 'Preferred Bidder' status to Stanhope PLC, the shortlisted bidder with the highest score against the evaluation criteria.**
- (ii) That Stanhope PLC embarks on an agreed public consultation programme at the earliest opportunity.**
- (iii) To delegate authority to the Director, Economy and Enterprise, in consultation with the Cabinet Member for Economic Development and Strategic Planning to develop the scheme with the preferred bidder including finalising terms of the development agreement and bring it back to Cabinet for final approval in due course.**

Reason for Decision

The award of 'Preferred Bidder' status to Stanhope PLC will enable a scheme to be worked up in detail, in full consultation with the public and stakeholders, which will meet the objectives of the Council's Core Strategy and those of the Salisbury Vision.

**Admission of Press and Public**

**At this point the meeting reverted to open session and re-admitted the press and public to the meeting.**

Councillor de Rhé-Philippe announced the decision for the benefit of the press and public.

The Leader offered thanks to those involved in the process so far, particularly to Richard Walters, Salisbury Vision Director and Sir Christopher Benson, Chairman of Salisbury Vision Board, commenting that this was a huge step forward in achieving the investment which Salisbury deserved.

(Duration of meeting: 3.00 - 5.23 pm)

These decisions were published on the 20 February 2012 and will come into force on 28 February 2012

The Officer who has produced these minutes is James Hazlewood, of Democratic Services, direct line 01722 434250 or e-mail [james.hazlewood@wiltshire.gov.uk](mailto:james.hazlewood@wiltshire.gov.uk)  
Press enquiries to Communications, direct line (01225) 713114/713115

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## SOUTHERN AREA PLANNING COMMITTEE

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**DRAFT MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING HELD ON 26 JANUARY 2012 AT ALAMEIN SUITE - CITY HALL, MALTHOUSE LANE, SALISBURY, SP2 7TU.**

**Present:**

Cllr Richard Britton, Cllr Brian Dalton, Cllr Christopher Devine, Cllr Mary Douglas, Cllr Jose Green (Vice Chairman), Cllr Mike Hewitt, Cllr Ian McLennan, Cllr Ian West and Cllr Fred Westmoreland (Chairman)

**Also Present:**

Cllr Tony Deane and Cllr Bridget Wayman

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**9. Apologies for Absence**

Apologies were received from Cllrs George Jeans and Paul Sample

**10. Minutes**

The minutes of the meeting held on 5 January 2012 were presented.

**Resolved:**

**To approve as a correct record and sign the minutes.**

**11. Declarations of Interest**

Cllr Richard Britton declared a personal interest S/2011/1746 - The Heather, Southampton Road, Alderbury, as the applicant was a friend of a close family member and he had met him on several occasions.

Cllr Jose Green declared a personal interest in S/2011/1734 – Downsway, Brook Street, Fovant as her husband farms in the vicinity and has assisted the landowner on several occasions.

12. **Chairman's Announcements**

The Chairman explained the meeting procedure to the members of the public.

The Chairman said that a report on the Old Coach House, East Grimstead would be brought to the next meeting.

13. **Public Participation and Councillors' Questions**

The committee noted the rules on public participation.

14. **Planning Appeals**

The committee received details of the following appeal decisions:

S/2011/1206 - 14 Tyndales Meadow, Dinton – delegated - allowed

S/2011/0955 - 37 High Street, Amesbury – delegated - allowed

And forthcoming appeals as follows:

S/2011/1304 - Hazelhead, Robin Hill Lane, Durrington

S/2011/1471 - Co-Op, Salisbury Street, Amesbury

S/2011/1570 - Shergolds, Swallowcliffe

S/2011/1489 - Shawmeare, Coombe Road, Salisbury

S/2011/1378 - 14 Bourne Avenue, Salisbury

15. **Planning Applications**

15a **S/2011/1395 - The Lime Yard, Crockford, Crockford Corner, West Grimstead**

Public participation:

Mr B Pritchard spoke in objection to the application

Mrs L Paramor spoke in objection to the application

Mrs L Bayford spoke in objection to the application

Mr T Allen spoke in support of the application

Mr G Bayford, on behalf of Grimstead Parish Council, spoke in objection to the application

The Planning Officer introduced the report, which was recommended for

approval, and explained that this application was for a change of use. The application had previously been refused and the revised application included a number of technical reports.

During the debate members considered traffic and ecological issues.

It was

## **RESOLVED**

### **That planning permission be refused for the following reasons**

The 1.6 ha application site lies within a remote countryside location characterised by open farmland, woodland and scattered residential properties; the site and its wider surroundings are designated as a Special Landscape Area. Access to the site is via country lanes, which from the east direction are narrow and windy in places, passing residential properties. The site is presently occupied by a single use comprising an agricultural lime yard where lime is imported, processed (including drying and crushing), and exported. The larger part of the existing use is heaped storage of the lime in both un-processed and processed form on both open and covered parts of the site.

The proposal, which is to allow largely unrestricted Class B2 and Class B8 uses on different parts of the site, would, by reason of the un-specified (but potentially significant) scale of the new development, the unknown (but potentially significant) levels of activity associated with the new development (including in terms of traffic generation on the entire surrounding country lane network), the unknown (but potentially significant) effects of other environmental considerations (including visual impact), and the effects on wildlife interests, would have a detrimental impact on both the amenities of the countryside and the amenities of residents within the locality. This is contrary to Policies G2, C2 and C6 of the Salisbury District Local Plan 2003, and the aims and objectives of PPS7.

#### 15b **S/2011/1606 - 8 The Poplars, Barford St. Martin**

Public participation:

Mrs B Kerly spoke in objection to the application

Mrs J Fardell spoke in objection to the application

Mr Adam Wilson spoke in objection to the application

Mr T Allen spoke in support of the application

Mrs S Shepherd, representing Barford St Mary Parish Council, spoke in objection to the application

Cllr B Wayman, local member, spoke in objection to the application

The Planning Officer introduced the report, which was recommended for approval. A debate ensued during which members discussed the issue of the scale of the development, the size of the plot and the impact on the adjoining property.

It was

## **RESOLVED**

**That planning permission be APPROVED for the following reasons:**

The proposal is considered to have satisfactorily mitigated the concerns with the previous refused application S/2010/1903/FULL dismissed at appeal ref No: APP/Y3940/A/1/2151382 on 23<sup>rd</sup> August 2011, in that it is a fundamentally different proposal with a form, design scale orientation and position on the site, that is not considered likely to adversely affect visual and residential amenity of this site within the wider AONB or, highways safety. As such the proposal is considered to generally accord with the saved policies G1, G2, C5, D2, H16, R2, TR11, TR14 of the adopted Salisbury District Local Plan, to the policies within 'appendix C of the South Wiltshire Core Strategy and to the advice contained within PPS 1 and 3.

**Subject to the following conditions:**

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

**REASON:** To comply with the provisions of Section 91 of the Town and Country Planning Act 1990. AS amended by section 51 (1) of the Planning and Compulsory Purchase Act 2004

- 2 This decision relates to documents/plans submitted with the application, listed below. No variation from the approved documents should be made without the prior approval of this Council. Amendments may require the submission of a further application. Failure to comply with this advice may lead to enforcement action which may require alterations and/or demolition of any unauthorised buildings or structures and may also lead to prosecution.

Planning Design & Access Statement received 21/10/11

Additional Letter dated 8<sup>th</sup> December 2011, received on 08/12/11

Drawing ref.no. Absm/p/10, Plans As Proposed

Drawing ref.no. Location Plan received on

Drawing ref.no. Absm/p/01, Block Plan and Sections As Existing, received on 26/10/11

Drawing ref.no. Absm/p/11, Block Plan and Sections As Proposed, received on 26/10/11



REASON: For the avoidance of doubt.

3 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), there shall be no additions/extensions or external alterations to any building forming part of the development hereby permitted.

REASON: In the interests of the amenity of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for additions/extensions or external alterations.

POLICY- G2 General criteria.

4 No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

POLICY- G2 General criteria.

5 No development shall commence on site until details of the design, external appearance and decorative finish of all, fences, gates, walls, and other means of enclosure have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details prior to the development being first occupied.

REASON: In the interests of visual amenity and the character and appearance of the area.

POLICY- G2 General criteria.

Cllr B Dalton asked that his vote in dissention be recorded.

Informative:

This permission does not allow removal of any part of the chimney other than internal sections within no. 8 The Poplars as indicated in the application particulars. The external sections of the chimney projecting above the planes of the roof are to be retained as indicated in the application

particulars.

15c **S/2011/1734 - Downsway, Brook Street, Fovant**

Public participation:

Mr M Lyons spoke in support of the application

Mr N Knowles, on behalf of Fovant parish Council, spoke in objection to the application

The Planning Officer introduced the report. Members had attended a site visit prior to the meeting. During the debate the issues of the condition of the byway and working hours were discussed. As a separate matter unrelated to the planning application the Committee requested that the poor condition of the byway be brought to the attention of the relevant WC Highways Officer.

It was

**RESOLVED**

**That planning permission be GRANTED for the following reason:**

Subject to the land owner entering into an appropriate legal agreement with Wiltshire Council to make the relevant financial contributions in respect of affordable housing provision (SWCS Core Policy 3) and recreational open space (saved policy R2), it is recommended the application be approved, for the following reason:

The proposed development accords with the provisions of the Development Plan, and in particular Policies G1 & G2 (General Criteria for Development), D2 (Design), H16 (Housing Policy), C5 (Landscape Conservation), C12 (Protected Species) & R2 (Recreational Open Space) of the saved policies of the adopted Salisbury District Local Plan (including the saved policies listed in Appendix C, of the draft South Wiltshire Core Strategy) and the advice contained within PPS3 and PPS9 insofar as the proposed development is considered acceptable in principle and compatible in terms of the siting, scale, design, materials and character of the immediate and wider surrounding area. The proposed development would not unduly affect the amenity of neighbours, and would not adversely affect the natural beauty of the surrounding AONB. The proposal would not be prejudicial to Highway safety and would not have an adverse impact on nature conservation interests.

**Subject to the following conditions:-**

1. The development hereby permitted shall be begun before the

expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. This development shall be in accordance with the submitted drawing[s] deposited with the Local Planning Authority on 09.11.2011 & 14.11.2011, unless otherwise agreed in writing by the Local Planning Authority.

Reason: For the avoidance of doubt

3. No development shall commence on site until details of the external materials to be used for the walls and roof(s) on the development have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

POLICY: D2, C5

4. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending those Orders with or without modification), no development within Part 1, Classes A-E (inclusive) shall take place on the dwellinghouses hereby permitted or within their curtilage.

REASON: In the interests of the amenity of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for additions, extensions or enlargements.

POLICY: G2, D2, C5

5. The access to each plot shall have a minimum width of 3 metres, shall be constructed 4.5m back from the carriageway edge and their sides shall be splayed outwards at an angle of 45 degrees towards the carriageway edge. Any gates shall be set back 4.5 metres from the edge of the carriageway, such gates to open away from the highway only.

REASON: In the interests of highway safety.

6. The development hereby permitted shall not be first brought into occupied until the first five metres of the access, measured from the edge of the carriageway, has been consolidated and surfaced (not loose stone or gravel). The access shall be maintained as such thereafter.

REASON: In the interests of highway safety.

7. No construction or demolition works shall take place on Sundays or public holidays or outside the hours of 8.00am to 6.00pm weekdays and 8.00am to 1.00pm Saturdays.

REASON: To safeguard the amenities of neighbouring properties.

Policy: G2

8. No burning of waste shall take place on site during the demolition and construction phase of the development.

Reason: In the interests of the amenity of neighbours

Policy: G2

9. The development hereby approved shall be completed in accordance with the recommendations given in sections 5, 6(iv) and 6(v) of the Bat Survey report (David leach Ecological Surveys, October 2011). The bat roosts and their access points will be maintained solely for use by bats for the lifetime of the development.

Reason: To mitigate against the potential impact(s) of the proposed development on protected species (bats).

Policy: C12, PPS9

10. Further details of the size of the roof void which is to be made available for occupation/use by brown long-eared bats within the new garages shall be submitted to, and approved in writing by the local planning authority prior to the commencement of development. Development shall be carried out in accordance with the details thereby approved.

Reason: To mitigate against the potential impact(s) of the proposed development on protected species (bats).

Policy: C12, PPS9

11. Prior to commencement of the development hereby approved a scheme for the treatment of the side boundaries of the site shall be submitted to the local planning authority for approval in writing. The scheme shall be implemented as approved prior to the first occupation of either of the two approved dwellings.

REASON: To safeguard the amenities of neighbouring properties.

15d **S/2011/1746 - The Heather, Southampton Road, Alderbury**

Public participation:

Mr J Hubbard, on behalf of Alderbury Parish Council, spoke in objection to the application

The Planning Officer introduced the report which was recommended for approval. Members noted that this was in outline with only the layout of the site and access to be determined.

During the debate issues of inappropriate backland development and inadequacy of the access were discussed.

It was

**RESOLVED**

**That the application be refused for the following reasons**

The proposal, by reason of the awkward shape of the plot and the awkward relationship between the siting of the proposed dwelling and established development, would result in a cramped and contrived development which would detract from the character and appearance of the surroundings. In particular, the plot has an uncharacteristically small front garden in relation to established development, and the gap between the proposed dwelling and the neighbouring property, 'Out of the Way', is uncharacteristically small. Consequently the proposal comprises an inappropriate form of backland development. This is contrary to saved Policies G2, D2 and H16 of the Salisbury District Local Plan and Central Government planning guidance set out in Planning Policy Statement no. 3.

15e **S/2011/1782 - Boot Inn, High Street, Tisbury**

Public participation:

Mr Fairweather spoke in objection to the application  
Mrs G Knight spoke in objection to the application  
Mr R Norgan spoke in support of the application  
Mr R Hill spoke in support of the application  
Cllr T Deane addressed the committee and highlighted issues that he felt that they should take into account.

The Planning Officer introduced the report which was recommended for approval. A debate ensued during which issues such as access, backland development, and the character of the area were discussed.

It was

## **RESOLVED**

**That planning permission be: GRANTED for the following reason:**

The proposed 4 bed dwelling and creation of new access is considered to be acceptable in terms of principle, impact on amenities, scale and design for the reasons outlined above and as such is in accordance with the provisions of the Development Plan, and in particular Policies G2, D3, H16, CN5, CN8, CN21, C4, R2, of the adopted Salisbury District Local Plan as included in the saved policies listed in Appendix C, of the draft South Wiltshire Core Strategy.

**And subject to the following conditions:**

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. No development shall commence on site until a sample wall panel including pointing, not less than 1 metre square, has been constructed on site, inspected and approved in writing by the Local Planning Authority. The panel shall then be left in position for comparison whilst the development is carried out. Development shall be carried out in accordance with the approved sample.

REASON: In the interests of visual amenity and the character and appearance of the area.

POLICY- G2

3. Notwithstanding the provisions of the Town and Country Planning

(General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending those Orders with or without modification), no development within Part 1, Classes A-H shall take place on the dwellinghouse(s) hereby permitted or within their curtilage.

REASON: In the interests of the amenity of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for additions, extensions or enlargements.

POLICY- G2

4. No development shall commence on site until details of the clay tiles to be used on the development have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

POLICY- G2

5. No part of the development hereby permitted shall be first occupied until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans (Ref: 1554/23B). The areas shall be maintained for those purposes at all times thereafter.

REASON: In the interests of highway safety.

POLICY: G2

6. This development shall be in accordance with the submitted drawing[s] 1554/24, 1554/23B, 1554/22A, 1554/21A, 1554/20A, Design & Access Statement, Historic Site Assessment, Archaeological Evaluation, Arboricultural Survey deposited with the Local Planning Authority on 15/11/11, unless otherwise agreed in writing by the Local Planning Authority.

REASON: For the avoidance of doubt.

Public participation:

Mr D Baker, on behalf of Winterbourne Parish Council, spoke in support of the application

The Planning Officer introduced the report which was recommended for refusal. During the debate members discussed the issues of development outside the housing policy boundary and the merits of saving the existing barn.

It was

### **RESOLVED**

**That planning permission be REFUSED for the following reasons:**

1. The site lies outside the housing policy boundary, and is not considered to be previously developed land, due to its agricultural use. The guidance in PPS7 (para 10) requires special justification for planning permission to be granted for isolated new houses in the countryside. Whilst the building is identified as being of some historical interest, substantial reconstruction of the existing building is required together with a large single storey extension to enable the conversion to residential use. The building is not considered to be sufficiently important to provide the special justification required by PPS7 to support conversion to full residential use. The development would therefore be contrary to the guidance in PPS3, PPS4, PPS5, PPS7 and the adopted policies C22, H23, H26 and H27 and contrary to the saved policies, C22, H23, H26 and H27, listed in Appendix C of the draft South Wiltshire Core Strategy.
2. The proposed residential development is considered by the Local Planning Authority to be contrary to Policy R2 of the Adopted Replacement Salisbury District Local Plan and contrary to Core Policy 3 of the draft South Wiltshire Core Strategy as appropriate provision towards public recreational open space and affordable housing has not been made.

**Informative:** It should be noted that the reason given above relating to Core Strategy Policy 3 of the Draft Core South Wiltshire Strategy and Policy R2 of the Adopted Replacement Salisbury District Local Plan could be overcome if all the relevant parties agree to enter into a Section 106 legal agreement, or if appropriate by condition, in accordance with the standard requirement for recreational public open space.



15g **S/2011/1791 - Access to Bowles Cottage and Winterbourne Cricket Field, The Portway, Winterbourne Gunner**

Public Participation:

Mr D Baker, on behalf of Winterbourne Parish Council, spoke in support of the application

The Planning Officer introduced the report which was recommended for approval. The application was to create a new vehicular access for Bowles Cottage, the cricket ground and the surrounding agricultural land.

It was

**RESOLVED**

**Planning Permission be GRANTED for the following reason**

The proposed development will not cause any significant demonstrable harm to the character and appearance of the area and will improve highway safety it is therefore considered to be in accordance with the aims and objectives of Saved Policies G1, G2, C2, C6, TR11 and TR15 of The Salisbury District Local Plan (adopted June 2003) and also in accordance with the saved policies, G1, G2, C2, C6, TR11 and TR15 listed in Appendix C of the draft South Wiltshire Core Strategy.

**Subject to the following conditions**

1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2 This decision relates to documents/plans submitted with the application, listed below. No variation from the approved documents should be made without the prior approval of this Council. Amendments may require the submission of a further application. Failure to comply with this advice may lead to enforcement action which may require alterations and/or demolition of any unauthorised buildings or structures and may also lead to prosecution.

Drawing ref. no W1198 PO6 Rev D received on 10 January 2012  
Drawing ref. Cross section of track received on 23 November 2011

REASON For the avoidance of doubt

3 The access shall not be first brought into use until the visibility splays shown on the approved plans have been provided with no obstruction to visibility at or above a height of 1m above the nearside carriageway level. The visibility splays shall be maintained free of obstruction at all times thereafter.

REASON: In the interests of highway safety

POLICY G2 General criteria for development

4 No work shall commence on site until details of the proposed fence positioned along the sight line with the hedge planted behind the fence have been submitted to and approved in writing by the Local Planning Authority. The access shall not be brought into use until the fence has been positioned in accordance with the approved details.

REASON: In the interests of highway safety

POLICY G2 General criteria for development

5. The existing vehicular access shall be stopped up and its use permanently abandoned concurrently with the provision of the new access hereby approved being first brought into use.

REASON: In the interests of highway safety

POLICY G2 General criteria for development

6. No part of the development hereby permitted shall be first brought into use until the access track, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.

REASON: In the interests of highway safety

POLICY G2 General criteria for development

## 16. **Urgent Items**

The committee agreed to a site visit being held for The Granary, Milford Mill should the application come to committee.

(Duration of meeting: 6.00 - 10.10 pm)

The Officer who has produced these minutes is Pam Denton, of Democratic Services,  
direct line (01225) 718371, e-mail [pam.denton@wiltshire.gov.uk](mailto:pam.denton@wiltshire.gov.uk)

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

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## WESTERN AREA PLANNING COMMITTEE

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### DRAFT MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 15 FEBRUARY 2012 IN THE COUNCIL CHAMBER - COUNCIL OFFICES, BRADLEY ROAD, TROWBRIDGE, BA14 0RD.

#### Present:

Cllr Trevor Carbin, Cllr Ernie Clark, Cllr Rod Eaton, Cllr Peter Fuller (Chairman),  
Cllr Mark Griffiths, Cllr John Knight, Cllr Christopher Newbury, Cllr Stephen Petty,  
Cllr Pip Ridout, Cllr Jonathon Seed and Cllr Roy While (Vice Chairman)

#### Also Present:

Cllr Francis Morland, Cllr Stephen Oldrieve and Cllr Julie Swabey

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#### 13 **Apologies for Absence**

There were no apologies for absence.

#### 14 **Minutes of the Previous Meeting**

The minutes of the meeting held on 04 January 2012 were presented for consideration.

#### Resolved:

**To approve the minutes as a correct record.**

#### 15 **Chairman's Announcements**

There were no Chairman's Announcements.

The Chairman gave details of the exits to be used in the event of an emergency.

#### 16 **Declarations of Interest**

Cllr Peter Fuller declared a personal interest in item 6a - *W/11/03052/FUL: Former Tesco's Site, St Stephens Place* - as a member of Trowbridge Town Council and its Development Control Committee. He stated he had not been involved in Town Council's Resolution on the application in question, but clarified that the Town Council was the owner of land adjacent to the site.

Cllr John Knight declared a personal interest in item 6a - *W/11/03052/FUL: Former Tesco's Site, St Stephens Place* - as a member of Trowbridge Town Council, but clarified he was absent for discussions of the application in question, and would consider it with an open mind.

Cllr Rod Eaton declared a personal interest in item 6b - *W/11/02267/REM: Land adjoining 14 Woodrow Road, Melksham* - as a result of being lobbied by supporters and objectors, but that he would consider the application with an open mind.

## 17 **Public Participation and Councillors' Questions**

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

## 18 **Planning Applications**

A late list was circulated and is appended to these minutes.

The Committee considered the following applications:

### **18.a W/11/03052/FUL - Former Tesco's Site, St Stephens Place, Trowbridge, Wiltshire**

#### Public Participation

- Mr Mike Baxter spoke in objection to the proposal
- Miss Natasha Owens spoke in objection to the proposal
- Mr Brian Mitchell spoke in objection to the proposal
  
- Mr Kevin Eames spoke in support of the proposal
- Mr Tim Russell, applicant, spoke in support of the proposal
- Mr Ken Taylor spoke in support of the proposal
- Mr Harry Hilliard, Consultee, Transforming Trowbridge, spoke in support of the proposal

The Area Development Manager introduced a report which recommended approval for the application, drawing attention to issues of funding, visual impact of the proposal and integration with Council policies. The Committee's attention was also drawn to the late list provided at the meeting.

Members of the Committee then had the opportunity to ask technical questions to the Area Development Manager and the Case Officer. Questions were raised around issues of parking at the site, taxi facilities and the suitability of the highways to support the increased needs of the proposal. In response to queries, it was clarified that the proposal was in line with the emerging Wiltshire

Core Strategy and other policies, and that an archaeological appraisal had been conducted, but any future finds would require further agreements.

Members of the Public then had the opportunity to speak, as detailed above.

A debate followed, where the potential to revitalize Trowbridge town centre was emphasized, and the impact of the proposal on other businesses and residents was discussed, with parking a particular consideration.

The Chair permitted Cllr Stephen Oldrieve, Wiltshire Council, to make a brief statement encouraging the Committee to make Trowbridge an attractive location for developers to invest.

The Local Member, Cllr John Knight, spoke in support of the proposal.

After discussion, it was,

**Resolved:**

**That planning permission be GRANTED for the following reason:**

**The proposed development would result in comprehensive and major regeneration of a derelict site on the southern edge of the Town Centre. The proposals satisfy the fundamental policy objectives of national and local policies as well as reflecting the emerging Core Strategies. The proposed development would not materially affect the amenities of neighbours or result in any increased flood risk or detrimental impact to highway interests and any planning objections can be overcome by conditions.**

**Subject to the following condition(s):**

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. No development other than on-site tree and ecology related works (e.g. vegetation clearance) shall commence on site until details and exact samples of the gabion stone wall, bricks, parking bays, stretcher bonded pavements and curb stone materials to be used on the development have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

POLICY: PPS5 - Planning for Historic Environment and West Wiltshire District Plan 1st Alteration 2004 Policies C31a and C15 and C17.

3. No development other than on-site tree and ecology related works (e.g. vegetation clearance) shall commence on site until a Water Vole Mitigation Strategy shall be submitted to, and for the written approval of the local planning authority. Thereafter, the development shall be carried out in full accordance with the approved Mitigation Strategy.

REASON: In order to safeguard and preserve protected species and habitats.

POLICY: PPS9 - Biodiversity and Geological Conservation.

CONDITION GUIDANCE: Whilst the scheme is a positive contribution to Trowbridge's Town Centre, the presence on site of water voles raises some concern. As has been identified in the Ecological Report, water voles are only present along the Biss in the proposed development area and not upstream or downstream of the site. This would suggest that for whatever reason the habitats on site provide ideal conditions for water vole and any proposed changes to the existing habitat conditions should be very carefully considered with water voles in mind. Whilst it would be of benefit to create more suitable habitat for them, water voles are sensitive to disturbance and working around them will need to be carefully monitored. If there is any indication that voles are suffering from disturbance to their habitat during the course of the development, methods should be revised. This small fragile population is extremely important locally and the primary aim aside from retaining the population on site should be to open up routes for dispersal to other areas such as the Biss Meadows. This would strengthen resilience.

4. The on-site car parking arrangements and charging regime shall be implemented in accordance with the submitted and approved Car Parking Management Strategy dated 8 November 2011 from the opening of any part of the development. Any material variation from the hereby approved strategy shall require the prior written approval of the Council.

REASON: In the interests of providing a flexible car parking provision on site.

5. The off-site highways works shall not commence until full construction details of the indicative highway amendments, as identified on drawing 1032/GA/01 D, have been submitted to and approved in writing by the LPA; and the improvements shall be completed in accordance with the approved details before the development is first brought into use.



REASON: In order to provide a sustainable development and in the interests of highway safety.

6. The off-site highways works shall not commence until full details of a "gateway treatment" to the Castle Street (north) leg of the Castle Street/St Stephens Place roundabout have been submitted to and approved in writing by the LPA following consultation with Trowbridge Town Council; and the "gateway treatment" shall be constructed in accordance with the approved details before the development is first brought into use.

REASON: In order to provide a sustainable development and in the interests of highway safety.

7. Before the development is brought into use, details of the on site cycle parking provision shall have been submitted to and approved by the LPA and the cycle parking shall have been provided in accordance with the approved details.

REASON: In order to provide a sustainable development and in the interests of highway safety

8. A Travel Plan, including employee travel surveys shall be submitted and approved in writing by the LPA no later than six months after the development is first brought into use. The Travel Plan shall include details of implementation and monitoring and shall be implemented in accordance with the agreed details. The results of the implementation and monitoring shall be made available to the LPA on request, together with any changes to the Plan arising from those results.

REASON: In order to provide a sustainable development and in the interests of highway safety.

9. The development hereby approved shall not be brought into use until the exact details of the public art features and integrated lighting scheme within the public realm have been submitted to and approved in writing by the local planning authority. The approved works shall be implemented in accordance with details to be submitted to and approved in writing by the local planning authority before the development is brought into use.

REASON: To ensure that an appropriate form of public art provision is incorporated within the finished scheme.

POLICY: West Wiltshire District Plan - 1st Alteration Policy I2.

10. No development other than on-site tree and ecology related works (e.g. vegetation clearance) shall commence on site until:

a) A Controlled Waters detailed Qualitative Risk assessment (DQRA) must be undertaken to assess the on-going risk to the River Biss. Should this assessment require any additional intrusive investigation and analysis this should be undertaken prior to the completion of the DQRA.

b) The results of the DQRA and subsequently identified scheme of active remediation shall be submitted to the Local Planning Authority and Environment Agency for Approval.

c) Following completion of measures identified in the approved remediation scheme a verification report (referred to in PPS23 as a validation report) must be produced. The report should demonstrate the effectiveness of the remedial works. The final verification report and signed statement should be submitted to and approved in writing by the Local Planning Authority.

d) If, during development, any evidence of historic contamination or likely contamination is found, the developer shall cease work immediately and contact the Local Planning Authority to identify what additional site investigation may be necessary.

e) In the event of unexpected contamination being identified, all development on the site shall cease until such time as an investigation has been carried out and a written report submitted to and approved by the Local Planning Authority, any remedial works recommended in that report have been undertaken and written confirmation has been provided to the Local Planning Authority that such works have been carried out. Construction shall not recommence until the written agreement of the Local Planning Authority has been given following its receipt of verification that the approved remediation measures have been carried out.

REASON: To ensure that land contamination can be dealt with adequately prior to the use of the site hereby approved by the Local Planning Authority.

POLICY: PPS25 - Development and Flood Risk; PPS23 - Planning and Pollution Control and West Wiltshire District Plan - 1st Alteration Policy C37.

11. The rating level of the noise emitted from any equipment or machinery installed within the development shall not exceed the existing LA90 level or a noise level of 35 dBa, whichever is the highest, at any residential dwelling at any time.

The rating level of the noise shall be determined by measurement or calculation at the nearest noise sensitive premises. The measurements and assessment shall be made according to BS 4142:1997.

No fixed plant and/or machinery shall come into operation until details of the fixed plant and machinery serving the development hereby permitted, and

any mitigation measures to achieve this condition, are submitted to and approved in writing by the Local Planning Authority.

Reason: To protect the amenity of the nearest residential properties.

Policy: West Wiltshire District Plan Policy C38 and PPG24: Planning and Noise.

12. No deliveries to the development hereby approved, shall take place outside the hours of 07:00 - 23:00 Monday - Saturday; 09:00 - 18:00 on Sundays; and 09:00 - 18:00 on Bank Holidays.

REASON: In order to safeguard the amenity of the area in which the development is located.

POLICY: PPG24 - Planning and Noise and West Wiltshire District Plan -1st Alteration Policy C38.

13. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

POLICY: West Wiltshire District Plan - 1st Alteration Policies C31a and C32.

14. The development hereby approved shall be carried out as specified in the submitted Arboricultural Development Statement (ADS) as supplied by CBA, document reference no. 7717 v 1 and dated November 2011 and shall be supervised by an arboricultural consultant.

REASON: To prevent trees on site from being damaged during construction works.

POLICY: West Wiltshire District Plan - 1st Alteration Policy C32.

15. A pre-commencement site meeting shall be held and attended by the developer's arboricultural consultant, the designated site foreman and a representative from the Local Authority to discuss details of the proposed work and working procedures prior to any demolition, site clearance and any development. Subsequently and until the completion of all site works, site visits should be carried out on a monthly basis by the developer's arboricultural consultant. A report detailing the results of site supervision and any necessary remedial works undertaken or required shall be submitted to and approved in writing by the Local Planning Authority. Any approved remedial works shall subsequently be carried out under strict supervision by the arboricultural consultant following that approval.

REASON: In order that the Local Planning Authority may be satisfied that the trees to be retained onsite will not be damaged during the construction works and to ensure that as far as possible the work is carried out in accordance with current best practice.

16. No development other than on-site tree and ecology related works (e.g. vegetation clearance) shall commence on site until details of the proposed ground floor slab levels have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved levels details.

REASON: In the interests of visual amenity.

West Wiltshire District Plan 1st Alteration 2004 - POLICY: C31a and C38

17. No development on the car park or hardstanding areas shall commence on site until details of surface water drainage from impermeable parking areas and hardstanding areas for vehicles including the service vehicle lay-by associated with the development to oil interceptor(s) has been submitted and approved by the Local Planning Authority. The development shall not be first brought into use until the oil interceptor(s) has/have been installed in accordance with the approved details. Thereafter the oil interceptor(s) shall be maintained in accordance with the approved details. Roof water shall not pass through the interceptor(s).

All surface water drainage from impermeable parking areas and hardstanding for all vehicles shall be passed through an oil interceptor designed and constructed to have a capacity and details compatible with the site being drained. For the avoidance of any doubt, roof water shall not pass through the interceptor. It should be noted that detergents entering oil interceptors may render them ineffective. A closure valve is therefore necessary to be installed at the oil separator outlet so as to contain any pollution material (in the event of an emergency).

REASON: To minimise the risk of pollution of the water environment.

POLICY: West Wiltshire District Plan - 1st Alteration 2004 - Policy U4.

18. Any A1 use within the units shown shall be restricted to use as a sandwich bar and/or coffee shop only, and for no other use within Class A1 of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended by the Town and Country Planning (Use Classes) (Amendment) (England) Order 2005, (or in any provisions equivalent to that class in any statutory instrument revoking or re-enacting that Order with or without modification).

REASON: The proposed use is acceptable but the Local Planning Authority wish to consider any future proposal for a change of use having regard to the circumstances of the case.

POLICY: PPS6 - Planning for Town Centres and West Wiltshire District Plan 1st Alteration 2004 Policies SP1 and SP3.

19. During the construction phase, no plant machinery or equipment shall be operated or repaired so as to be audible at the boundary of the nearest residential property outside the hours of 07:30 to 18:00 Mondays to Fridays and 08:00 to 13:00 on Saturdays, or at any time on Sundays or Bank Holidays

REASON: In order to safeguard the amenity of the area.

POLICY: West Wiltshire District Plan - 1st Alteration Policies C36 and C38

20. No building shall be occupied until a site management plan has been submitted to and approved in writing by the Local Planning Authority. The plan shall include:
- full details of a scheme to manage the on-site car park to prevent anti-social behaviour, and measures to ensure its safe use,
  - management responsibilities for liaison with the crime prevention working group;
  - details of the provision of CCTV, with details of whether it will be linked to the Trowbridge CCTV system;
  - measures for the control of litter; and

Management of the site shall be carried out in accordance with the agreed management plan.

REASON: In the interests of public safety.

POLICY: West Wiltshire District Plan 1st Alteration 2004 - POLICY: C38

21. Details of lighting for the site (including measures to minimise sky glow, glare and light trespass) shall be submitted to and approved in writing by

the Local Planning Authority prior to the commencement of the relevant phase of the development. The scheme shall only be carried out in accordance with the approved details.

REASON: In the interests of pollution prevention.

POLICY: West Wiltshire District Plan - 1st Alteration 2004 - Policy C35.

22. Any facilities for the storage of oils, fuels or chemicals shall be sited on impervious bases and surrounded by impervious bund walls. The volume of the bunded compound should be at least equivalent to the capacity of the tank plus 10%. If there is multiple tankage, the compound should be at least equivalent to the capacity of the largest tank, or the combined capacity of interconnected tanks, plus 10%; or 25% of the total volume which could be stored at any one time, whichever is the greater. All filling points, vents, gauges and sight glasses must be located within the bund. The drainage system of any bund shall be sealed with no discharge to any watercourse, land or underground strata. Associated pipework should be located above ground where possible, and protected from accidental damage. All filling points and tank overflow pipe outlets should be detailed to discharge downwards into the bund. Full details shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of development. The scheme shall only be carried out in accordance with the approved details.

For the avoidance of any doubt, any oil storage facility of 200 litres or more must include a bund and comply with the Oil Storage Regulations ("The Control of Pollution (Oil Storage) (England) Regulations 2001").

[Site occupiers intending to purchase or install pollutant secondary containment (bundling) should ensure that the materials are not vulnerable to premature structural failure in the event of a fire in the vicinity. Pollution Prevention Guidance 2 (PPG2) provides advice on ground storage of oil].

REASON: To minimise the risk of pollution of the water environment.

POLICY: West Wiltshire District Plan - 1st Alteration 2004 - Policy U4.

23. No development other than on-site tree and ecology related works (e.g. vegetation clearance) shall commence on site until a surface water drainage scheme for the site, based on sustainable drainage principles and an assessment of the hydrological and hydro-geological context of the development, has been submitted to and approved in writing by the LPA. The scheme shall also include details of how the scheme shall be maintained and managed after completion. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed.

REASON: To prevent the increased risk of flooding, to improve and protect water quality, improve habitat and amenity, and ensure future maintenance of the surface water drainage system.

POLICY: West Wiltshire District Plan - 1st Alteration 2004 - Policy U2.

CONDITION GUIDANCE: With regards to the proposed surface water drainage scheme, as the site is brown field and 90% impermeable, the EA is unsure as to why the consultants have carried out Greenfield run-off calculations. Nevertheless, the intention to restrict run-off rates to 80% of the existing discharge rate as referred to in section 6.3.1 of the FRA is duly noted and supported. The applicant is further encouraged to re-use the existing surface water outfall rather than constructing a new outfall. At the detailed design stage, more detailed surface water calculations of the attenuation system shall be required. Further details of the SuDs that will be incorporated will also be necessary. Further consideration should be given to including SuDs within the site, such as permeable paving and lined filter strips, to improve water quality. We would expect to see the following details to be submitted when discharging the above condition:

A clearly labelled drainage layout plan showing the pipe networks and any attenuation features, soakaways and drainage storage tanks. This plan should show any pipe node numbers referred to in the drainage calculations and the invert and cover levels of manholes.

A manhole schedule.

Model runs to demonstrate that the critical storm duration is being used. Confirmation of the agreed discharge rate, with any flow control devices indicated on the plan with the rate of discharge stated.

Calculations showing the volume of attenuation provided, demonstrating how the system operates during a 1 in 100 critical duration storm event. If overland flooding occurs, a plan should also be submitted detailing the location of overland flow paths and the likely depths of flooding. A 30% allowance for climate change should be incorporated into the scheme in accordance with PPS25.

Where infiltration forms part of the proposed storm water system such as infiltration trenches and soakaways, soakage test results and test locations are to be submitted in accordance with BRE digest 365.

24. Contaminated water shall not be discharged to any stream, watercourse or underground strata, whether direct or via soakaways.

REASON: To minimise the risk of pollution of the water environment.

POLICY: West Wiltshire District Plan - 1st Alteration 2004 - Policies C7, C9 & U4.

25. No part of the development shall be brought into use unless and until adequate sewerage infrastructure is in place to receive foul water discharges, details of the provision and location of which shall have been agreed in writing with the local planning authority. For the avoidance of any doubt, contaminated drainage or trade effluent should be directed to the public foul sewer provided that adequate capacity is available for additional flows.

REASON: To ensure that the development can be adequately drained and to prevent pollution of the water environment.

POLICY: West Wiltshire District Plan - 1st Alteration 2004 - Policy U1a.

26. The development hereby approved shall retain free from structures that would impede future development of the parcel of land as indicated on the submitted River Biss Footbridge Crossing Technical Note and Drawing No. 1027-sk-05 in order to accommodate a future footway crossing from the adjacent Cradle Bridge (former Peter Black Toiletries) site. Following the completion of works on site, the said parcel of land shall be kept clear of obstruction at all times until such time that the design of a footway crossing has been approved and constructed.

REASON: To ensure that the future provision of a River Biss footway crossing is not compromised and to keep a landing area free from obstruction.

27. Suitable ventilation and filtration equipment shall be installed to suppress and disperse any fumes and/or smell created from the cooking operations serving the individual units occupied by restaurants and food outlets. Details of the equipment shall be submitted to and approved in writing by the Local Planning Authority prior to the occupation of the development. Any works which form part of the approved scheme shall be completed before the premises are first occupied and maintained in effective condition at all times thereafter.

REASON: In order to minimise nuisance, prevent pollution and safeguard the amenities of the area in which the development is located.

28. The internal ground floor levels of the buildings shall be constructed to no lower than 36.7 mAOD, unless otherwise agreed in writing with the Council.

REASON: To reduce the risk of flooding to the proposed development and future occupants.

POLICY: PPS25 – Development and Flood Risk.

29. No development other than on-site tree and ecology related works (e.g. vegetation clearance) shall commence on site until calculations for the



provision and implementation of compensatory flood storage works have been submitted to and approved in writing by the Council (following consultation with the Environment Agency). The scheme shall be implemented in accordance with the approved programme and details.

REASON: To alleviate the increased risk of flooding.

POLICY: PPS25 - Development and Flood Risk

CONDITION GUIDANCE: The submitted FRA states that no flood risk mitigation measures are required, however, in section 6.3.8 reference is given to the provision of a flood compensation area through the re-profiling of the river bank. As the eastern part of the site falls within the current Flood Zone 3 we confirm this extra capacity is required as a precautionary measure. To discharge the above condition calculations should be submitted of the volume of the built development below our 1:100 year flood level and the extra channel capacity provided by the channel re-profiling. The calculations must also be supported by a series of more detailed river channel cross-sections.

30. No development other than on-site tree and ecology related works (e.g. vegetation clearance) shall commence on site until such time as a scheme to provide satisfactory riverside maintenance access has been submitted to and approved in writing by the Council (following consultation with the Environment Agency).

REASON: To ensure maintenance access can be provided in the interests of flood prevention.

CONDITION GUIDANCE: For the avoidance of any doubt, the EA require at least 4 metre clear vehicular access along the river corridor. There is insufficient detail provided showing this, particularly at the eastern, upstream extent of the site. It would be preferable that, if at all possible, a vehicular ramp should be provided down the central steps to the riverside.

31. If, during development, any archaeological evidence pertaining to the period before the demolished mills were erected on the site is found, the developer shall contact the local planning authority to identify whether any additional archaeological work may be necessary. In the event that any such unexpected archaeological evidence is identified, the developer shall cease work on that part of the site and allow access to it by the Local planning authority, or any archaeologist nominated by the local planning authority, to record any findings. Construction on that part of the site affected shall not recommence until the LPA have agreed that the on-site archaeological recording has been completed.

REASON: To ensure that any unexpected archaeological remains dating from before the construction of the demolished mills are recorded.

32. The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans:

LOCATION PLAN – drawing no 1450-P00-A received on 17.11.2011  
SITE CONTEXT PLAN – drawing no 1450-P01-A received on 17.11.2011  
GROUND FLOOR PLAN AS PROPOSED – drawing no 1450-P02 received on 17.11.2011  
FIRST FLOOR PLAN AS PROPOSED – drawing no 1450-P03 received on 17.11.2011  
SECOND FLOOR PLAN AS PROPOSED – drawing no 1450-P04 received on 17.11.2011  
ROOF PLAN AS PROPOSED – drawing no 1450-P05 received on 17.11.2011  
NORTH & WEST ELEVATIONS AS PROPOSED – drawing no 1450-P06 Rev A received on 03.02.2012  
SOUTH & EAST ELEVATIONS AS PROPOSED – drawing no 1450-p07 Rev A received on 03.02.2012  
EAST & WEST INTERNAL ELEVATIONS AS PROPOSED – drawing no 1450-P08 Rev A received on 03.02.2012  
SECTIONS AA, BB & CC AS PROPOSED – drawing no 1450-P09 received on 17.11.2011  
TREE SURVEY PLAN – drawing no CBA 7717.01B received on 17.11.2011  
TREE REMOVAL AND PROTECTION PLAN – drawing no 1027-004 Rev C received on 17.11.2011  
TREE REMOVAL AND PROTECTION PLAN WITH BUILDING FOOTPRINT – drawing no 1027-005 Rev B received on 17.11.2011  
TREE PROTECTIVE FENCING DETAIL PLAN – drawing no 1027-006 received on 17.11.2011  
PLANTING PLAN – drawing no 1027-201 received on 17.11.2011  
SITE SECTIONS – drawing no 1027-011 Rev B received on 17.11.2011  
LANDSCAPE GENERAL ARRANGEMENT PLAN – drawing no 1027-001 Rev D received on 03.02.2012  
ILLUSTRATIVE LANDSCAPE PLAN – drawing no 1027-002 Rev A received on 17.11.2011  
SIDE ELEVATIONS PROPOSED WEST – drawing no 1027-012 Rev B received on 17.11.2011  
SIDE ELEVATIONS PROPOSED EAST – drawing no 1027-013 Rev B received on 17.11.2011  
TREE PIT DETAIL IN SOFT LANDSCAPE AREA – drawing no 1027-401 Rev A received on 17.11.2011  
TREE PIT DETAIL IN HARD LANDSCAPE AREA – drawing no 1027-403 Rev A received on 17.11.2011  
INDICATIVE PROPOSED HIGHWAY AMENDMENTS – drawing no 1032/GA/01 Rev D received on 17.11.2011  
CAR PARK AUTOTRACK ANALYSIS LARGE CAR – drawing no 1032/ATR/03 Rev B received on 17.11.2011

CAR PARK AUTOTRACK ANALYSIS FIRE TENDER – drawing no 1032/ATR/04 Rev B received on 17.11.2011  
SERVICE LAYBY/ BUS STOP AREA AUTOTRACK ANALYSIS – drawing no 1032/ATR/02 Rev D received on 17.11.2011  
SERVICE AREA AUTOTRACK ANALYSIS – drawing no 1032/ATR/01 Rev D received on 17.11.2011

REASON: To ensure that the development is carried out in accordance with the approved plans that have been judged to be acceptable by the local planning authority.

**Informative(s):**

- 1 In England, it is a legal requirement to have a site waste management plan (SWMP) for all new construction projects worth more than £300,000. The level of detail that your SWMP should contain depends on the estimated build cost, excluding VAT. You must still comply with the duty of care for waste. Because you will need to record all waste movements in one document, having a SWMP will help you to ensure you comply with the duty of care.
- 2 The developer/applicants are advised to note the content of Wessex Water's consultation response dated 6 December 2011. It has been confirmed that formal approval will be required from Wessex Water in respect to the proposed lowering of the existing water mains (located in an adjacent road) under Section 185 of the Water Industry Act.

The site will be served by a public mains to be provided by the developer. Buildings exceeding two-storeys will require pumped storage.

There should be separate on site systems of drainage. Subject to confirmation of flow rates and levels, connection to the local sewerage network will be possible, subject to application, via a gravity / pumped connection(s).

The current drainage layout does not comply with the adoption requirements of the Floods and Water Management Act 2010, which does not permit connection to the public foul sewer via a sewer running beneath a building. The applicant should contact Wessex Water to discuss alternative arrangements.

The drawing indicates a possible (indicative) bridged connection to a future development to the former Peter Black's site to the south. It should be noted that there are major surface and foul water sewers which run through this area. The cost to divert these sewers will be significant; and there should be no building within 8 metres of these sewers.

Surface Water Drainage:

It is assumed that surface water shall discharge to the River Biss with the Environment Agency's permission. The Drainage Drawing submitted with the application shows storm connections to the private storm drainage system serving Trowbridge Town Hall. The applicant should note there is no right of connection to this private system; and permission will need to be obtained from Trowbridge Town Hall.

DEFRA on behalf of the Government, are implementing changes whereby, it will be mandatory that all new foul sewers and lateral drains (where outside the serviced property boundary) will have to be designed and constructed in accordance with a new Mandatory Build Standard (MBS), for which the guidance document.

"Sewers for Adoption" 7th Edition(S F A 7th) is being prepared. Both documents were planned for release in the early part of 2011 but are now expected in late 2011. The proposed date for this change has slipped further to an expected 1st April 2012, although it should be noted, that this timeframe is subject to change if the legislation is delayed on it's progress through Parliament.

Any new connection to the public sewerage system under Section 106 of the Water Industry Act 1991, cannot then be made until the applicant has entered into a signed Section 104 Adoption Agreement with the Water Company. Application forms, guidance notes and processes will be suitably amended and available when required.

- 3 As detailed in the draft Construction Environmental Management Plan (CEMP), the Environmental Protection team of Wiltshire Council would like the applicant /contractor undertaking the construction of the project to meet with Officers of the Environmental Protection team prior to applying for a Section 61 Control of Pollution Act 1974 consent.

Construction Sites;

A. Any existing buildings on site should be assessed for asbestos materials prior to demolition. Any asbestos must be removed in full consultation with the Health & Safety Executive.

B. Where the site is adjacent to residential or business premises, heavy plant, noisy equipment or operations and deliveries, should not take place outside the hours of;

Monday – Friday        7.30 – 18.00

Saturday                8.00 – 13.00.

No noisy activities on Sundays or Bank Holidays.

C. All plant and equipment should be suitably chosen, sited, operated and serviced so as to minimise noise, vibration, fumes and dust. Best practical means should be employed to minimise potential nuisance to neighbouring properties. All plant should be turned off when not in use.

D. Pneumatic tools should be fitted with an integral silencer and/or purpose made muffler, which is maintained in good repair.

E. In periods of dry weather, dust control measures should be employed including wheel washing and damping down. Any stockpiles of materials which are likely to give rise to windblown dust, shall be sheeted, wetted or so located as to minimise any potential nuisance.

F Where the site is adjacent to residential or business premises, bonfires should be avoided, and all waste materials should be removed from site and suitably disposed of. At no time should any material that is likely to produce dark/black smoke be burnt (e.g. Plastics, rubber, treated wood, bitumen etc)

G. Radio noise should not be audible at the boundary of the nearest neighbouring property.

H. Any temporary oil storage tanks should be safely and securely sited so as to prevent pollution in the events of spills or leakage. It is also strongly recommended that any oil storage tank should be surrounded by an impervious oil/watertight bund having a capacity of at least 110% of the tank.

I. Both the Council and Neighbouring residential premises should be advised of any unavoidable late night or early morning working which may cause disturbance. Any such works should be notified to the Environmental Protection Department on (01225) 776655 prior to commencement.

J. For sites with more than 5 houses, and for large industrial/commercial developments, it is strongly recommended that the applicant register the site under the "Considerate Contractors Scheme". Further information and an application form can be obtained by telephoning... Tel: (01920) 872837.

- 4 It is recommended that in terms of the proposed public art strategy, a professional public art advisor or lead artist be appointed by the applicants/ developers to join the design team and to liaise with the Council's Public Arts Officer Meril Morgan to inform, plan and produce a final public art scheme.
- 5 The developer will be required to enter into a Section 278 Highway Agreement for the amendments to the local highway network as described in respective highway conditions.

- 6 The developer is advised that should any protected species or habitats be found following the required additional ecological survey work, Natural England and the Wiltshire Wildlife Trust should be contacted so as to accord with the Wildlife and Countryside Act 1981.
- 7 Under the terms of the Water Resources Act 1991 and the Land Drainage Byelaws, Flood Defence Consent is required from the Environment Agency for any proposed works or structures in, under, over or within 8 metres of the top of the bank of the River Biss (designated a 'main river'). The need for Flood Defence Consent is separate from the need for planning permission. To discuss the scope of our controls and to obtain an application form please contact Colin Taylor on 01278 484654.

Under the Water Resources Act 1991 and The Land Drainage Act 1991 both the Environment Agency and Local Authority have permissive powers to maintain watercourses. Their jurisdiction depends on the watercourse designation as 'Main River' or 'Ordinary Watercourse'. However, responsibility for general maintenance of the watercourses and their banks, rest with riparian owners (i.e. the owner of the bed and / or bank of river).

- 8 Prior to development commencing on site, fencing should be erected along the Biss corridor to ensure minimal disturbance to protected species during construction, especially if the latter is during a vulnerable time i.e. breeding season. Care should be taken when working adjacent to the river corridor. Safeguards should be implemented during the construction phase to minimise the risks of pollution and detrimental effects to the water interests in and around the site. Such safeguards should cover:
  - the use machinery
  - storage of oils/chemicals and materials
  - the routing of heavy vehicles
  - the location of work and storage areas
  - the control and removal of spoil and wastes

It is recommended that the applicant refers to the EA Pollution Prevention Guidelines, which can be found at:

<http://www.environment-agency.gov.uk/business/topics/pollution/39083.aspx>

- 9 The applicant/developer is advised to note that based on the information provided the proposed lowered section of shared cycleway/footpath is likely to flood on a frequent basis. This may therefore cause future usability and maintenance issues.

A recess was taken from 1920-1930

## **18.b W/11/02267/REM - Land Adjoining 14 Woodrow Road, Melksham, Wiltshire**

### Public Participation

- Mr Alan George spoke in objection to the proposal.
- Mr Scott Hodgeson spoke in objection to the proposal.
- Mr Michael Frost spoke in objection to the proposal.

The Area Development Manager introduced the report which recommended approval, and outlined the application history of the site and stressed that the matter before the Committee dealt with reserved matters only due to past approval being granted.

Members then had the opportunity to ask technical question of the Area Development Manager, during which the question of there being no roof windows was raised.

Members of the public then had the opportunity to speak, as detailed above.

A debate followed, during which the report of the government Planning Inspector was referenced and specific conditions queried and the size of the proposed construction and access was questioned. It was clarified that several objections did not apply as a result of the initial granting of the application.

The Local Member, Cllr Rod Eaton, spoke in support of the application on that basis.

After discussion, it was,

### Resolved

**That reserved matters be APPROVED for the following reason(s):**

**The proposed development conforms to the Development Plan and there are no objections to it on planning grounds.**

**Subject to the following condition(s):**

1. The development hereby permitted shall not be occupied until the first five metres of the two accesses, measured from the edge of the carriageway, have been consolidated and surfaced (not loose stone or gravel). The accesses shall be maintained as such thereafter.

REASON: In the interests of highway safety.

2. No part of the development hereby approved shall be occupied until the parking areas shown on the approved plans have been consolidated, surfaced and laid out in accordance with the approved details. This area shall be maintained and remain available for this use at all times thereafter.

REASON: To ensure that adequate provision is made for parking within the site in the interests of highway safety.

3. No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:
  - A detailed landscape plan showing all plant species, supply and plant sizes and planting densities, and ground preparation;
  - Means of enclosure;
  - Car park layouts;
  - Other vehicle and pedestrian access and circulation areas;
  - Hard surfacing materials;
  - Proposed and existing functional services above and below ground (e.g. drainage, power, communications, cables, pipelines etc indicating lines, manholes, supports etc);

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

4. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

5. Details of existing and proposed land levels across the site, illustrated by means of spot heights, contours and sections across the site, and demonstrating the relationship between the proposed development and the surrounding land shall be submitted to and approved in writing by the Local Planning Authority. Development shall then only be carried out in accordance with the approved details. There shall be no land raising unless approved under the terms of this condition.

REASON: In the interests of proper planning of the area.

6. No development shall take place until there has been submitted to and approved in writing by the Local Planning Authority a plan indicating the positions, design, materials and type of boundary treatment to be erected. The boundary treatment shall be completed before the buildings are occupied or in accordance with a timetable agreed in writing with the Local Planning Authority. Development shall be carried out in accordance with the approved details.



REASON: To ensure the appearance of the development is satisfactory.

7. The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans:

Location Plan received on 12/8/2011  
Plan 11/02267/1 received on 12/8/2011  
Plan 11/02267/2 received on 12/8/2011  
Plan 11/02267/3 received on 23/1/2012  
DWG 050811a-rev3 received on 16/1/2012  
DWG 050811b-rev2 received on 28/9/2011  
DWG 050811c-rev3 received on 16/1/2012  
DWG 220911a-rev4 received on 16/1/2012

REASON: To ensure that the development is carried out in accordance with the approved plans that have been judged to be acceptable by the local planning authority.

**Informative(s):**

1. The consent hereby granted shall not be construed as authority to carry out works on the highway. The applicant is advised that a license may be required from Wiltshire's Highway Authority before any works are carried out on any footway, footpath, carriageway, verge or other land forming part of the highway.

New water supply and waste water connections will be required from Wessex Water to serve this proposed development. Applications forms and guidance information is available from the Developer Services web pages at our website [www.wessexwater.co.uk/developerservices](http://www.wessexwater.co.uk/developerservices).

**18.c W/11/02863/FUL - 23 Manor Fields, Bratton, Wiltshire, BA13 4ST**

Public Participation

- Mr Simon Reeve spoke in objection to the proposal.

The Area Development Manager introduced the report which recommended approval, highlighting issues of visual amenity and impact on neighbouring properties.

Members then had the opportunity to ask technical questions of the Area Development Manager, and further details regarding the specific design of the proposal were sought.

Members of the public then had the opportunity to address the Committee, as detailed above.

The Local Member, Cllr Julie Swabey, spoke in objection to the proposal.

A discussion followed, wherein the significance of the proposed extension was debated.

It was,

**Resolved**

**That planning permission be GRANTED for the following reason(s):**

**The proposed development will preserve the character and appearance of the conservation area, through the use of matching materials and by not exceeding the height of the existing ridge line. Although the extension involves moving the gable wall of the house closer to adjacent properties, the extension will move it out by only 2.7 metres and given the fact that the bulk of the gable end already exists, it is not considered that extending it in the manner proposed will have a significant adverse impact on the amenity of adjacent properties. The proposal is therefore considered to be in accordance with the policies of the West Wiltshire District Plan 1st alteration.**

**Subject to the following condition(s):**

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. The materials to be used in the construction of the external surfaces of the development hereby permitted shall match in material, colour and texture those used in the existing building.

REASON: In the interests of visual amenity and the character and appearance of the area.

West Wiltshire District Plan 1st Alteration 2004 - POLICY: C31a.

3. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), no windows, doors or other form of openings other than those shown on the approved plans, shall be inserted at first floor level in the northern elevation of the development hereby permitted.

REASON: In the interests of residential amenity and privacy.

West Wiltshire District Plan 1st Alteration 2004 - POLICY: C38

4. The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans:

DRAWING No. 11.37.1 received on 20 October 2011

DRAWING No. 11-37-2 received on 20 October 2011

DRAWING No. 11-37-3 Rev. A received on 12 December 2011

REASON: To ensure that the development is carried out in accordance with the approved plans that have been judged to be acceptable by the local planning authority.

**18.d W/11/03202/FUL - Little Ashley Farm, 187 Ashley Green, Little Ashley, Bradford On Avon, Wiltshire**

Public Participation

- Mr Simon Chambers, agent, spoke in support of the application.

The Area Development Manager introduced the report which recommended refusal, highlighting the application's location in Green Belt and land classified as for agricultural use.

Members of the Committee then had the opportunity to ask technical questions of the Area Development Manager, and asked for clarification on which land was classified as agricultural and why.

Members of the public then had the opportunity to address the Committee, as detailed above.

Cllr Jonathan Seed then read a statement on behalf of the Local Member, Cllr Linda Conley, speaking in support of the application.

A discussion followed, during which the limited impact of the proposal was mentioned and ways this could be further reduced.

It was,

**Resolved**

**That planning permission be GRANTED for the following reason(s):**

**The change of use and construction of the tennis court, including the perimeter fencing, would not have an unacceptable impact on the character and appearance of the rural landscape in this location, nor on the openness of the Green Belt. Accordingly, the proposal is in accordance with national guidance in PPG2 and with policy C1 of the West Wiltshire District Plan 1st Alteration.**

**Subject to the following condition(s):**

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2 The surface of the tennis court, and the perimeter fencing, shall be dark green in colour.

REASON: To protect the character and appearance of the area.

- 3 The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans:

DRAWING No. LPC/2717/1 received on 5th December 2011

DRAWING No. LPC/2717/2A received on 5th December 2011.

REASON: To ensure that the development is carried out in accordance with the approved plans that have been judged to be acceptable by the local planning authority.

## 19 Urgent Items

There were no Urgent Items.

(Duration of meeting: 6.00 - 8.45 pm)

The Officer who has produced these minutes is Kieran Elliott, of Democratic Services, direct line 01225718504, e-mail [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

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

# Minute Item 18

**Late items received by Planning Officers since the agenda was prepared.**

## **ITEM 6a W/11/03052/FUL**

A further 8 representations from members of the public have been received;

- Five of these support the proposals, citing reasons outlined on page 30 of the report.
- Three object to the proposals, citing reasons outlined on page 31 of the report.

A letter from the Trowbridge and District Chamber of Commerce has been received relating to both this development and the Innox riverside proposal. The Chamber makes it clear that this kind of development – a cinema and a range of family restaurants – is critical to the future of Trowbridge and is an opportunity that should not be squandered. Members feel that if both applications were to fail it would be a disaster both economically and psychologically for the community, but the Chamber is not in a position to express support for either proposal.

Trowbridge Town Council suggest that condition 20 relating to CCTV be replaced by a condition similar to the one imposed by the Inspector at the Kentucky Fried Chicken appeal. As a result of this suggestion, officers recommend that condition 20 be replaced by the wording set out below:

*No building shall be occupied until a site management plan has been submitted to and approved in writing by the Local Planning Authority. The plan shall include:*

- full details of a scheme to manage the on-site car park to prevent anti-social behaviour, and measures to ensure its safe use,
- management responsibilities for liaison with the crime prevention working group;
- details of the provision of CCTV, with details of whether it will be linked to the Trowbridge CCTV system;
- measures for the control of litter; and

*Management of the site shall be carried out in accordance with the agreed management plan.*

*REASON: In the interests of public safety.*

*POLICY: West Wiltshire District Plan 1st Alteration 2004 - POLICY: C38*

A letter from Solicitors acting for the applicants on the Innox Riverside Scheme suggesting that the Council should defer consideration of this application and should consider it at a later date at the same time as the Innox Riverside application has been received. In response, the Council's Solicitor has responded by pointing out that there are no legal grounds for a deferral, as both applications will have to be considered on their own merits and against the relevant planning policy background in each case. This has been supported by a letter from Solicitors acting for the applicants.

Amended plans relating to detailed design matters have been received and the relevant plan numbers in condition 31 relating to the approved plans will need to be changed to reflect these.

For the avoidance of doubt, Officers also recommend that conditions 2,3,16,23,29 and 30 have the same caveat added as appears in condition 10 – making it clear that on site tree and ecology related works, such as vegetation clearance, can take place before development commences – as this work does not require planning permission

**Items 6b – Melksham; 6c Bratton and 6d Bradford on Avon** – no late items have been received

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## STRATEGIC PLANNING COMMITTEE

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### DRAFT MINUTES OF THE STRATEGIC PLANNING COMMITTEE MEETING HELD ON 15 FEBRUARY 2012 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.

#### **Present:**

Cllr Mark Connolly, Cllr Andrew Davis (Chairman), Cllr Peter Fuller, Cllr Charles Howard, Cllr Chris Humphries, Cllr John Knight, Cllr Francis Morland, Cllr Stephen Petty, Cllr Leo Randall (Substitute), Cllr Anthony Trotman, Cllr Ian West and Cllr Fred Westmoreland

#### **Also Present:**

Cllr Peter Colmer, Cllr Peter Davis, Cllr Peter Doyle, Cllr Mollie Groom, Cllr Jacqui Lay and Cllr Dick Tonge

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#### 1. **Apologies for Absence**

Apologies for absence were received from Cllr Christine Crisp and Cllr Julian Johnson, (who was substituted by Cllr Leo Randall).

#### 2. **Minutes of the Previous Meeting**

##### **Resolved:**

To confirm and sign as a correct record the minutes of the Committee meeting held on 16 November 2011.

#### 3. **Declarations of Interest**

There were no declarations of interest.

#### 4. **Chairman's Announcements**

There were no Chairman's announcements.

#### 5. **Public Participation**

Members of the public addressed the Committee as set out in Minute Nos. 6 and 7.

There were no questions received from members of the public or members of the Council.

6. **10/04575 - Ridgeway Farm, Common Platt, Purton, Swindon, SN5 9JT - Residential Development (Up to 700 Dwellings), 10.6 Hectares of Green Infrastructure in Public Open Space, Associated Works, Up to 560 Square Metres of D1 Non-Residential Floorspace, Primary School and Demolition of Existing Buildings**

**The following people spoke against the proposal:**

Dr Richard Pagett, representing Purton P's & Q's  
Mr Robert Buckland, MP for South Swindon (also speaking on behalf of Mr James Gray, MP for North Wiltshire)  
Mr Kevin Fisher, a local resident  
Mr Philip Smith, Planning Policy Manager, Swindon Borough Council  
Cllr Nick Martin, Swindon Borough Council  
Cllr Geoffrey Greenaway, representing Purton Parish Council

The Committee received a presentation by the Case Officer which set out the main issues in respect of the application. She explained that the applicant had submitted an appeal in respect of this application on the grounds of non-determination, that is the Council's failure to determine the application by the agreed date of 1 July 2011. Consequently, no formal decision could be made by the Council in respect of the application. However, in order to progress with the appeal and in the light of the call-in request, the opinion of the Committee was being sought in respect of the application had they been in a position to determine it and on what grounds the Committee might wish to contest the scheme at appeal, if at all. She also drew Members' attention to the late observations.

A site visit had taken place earlier that morning in respect of this application, which had been attended by Cllr Mark Connolly, Cllr Andrew Davis, Cllr Peter Fuller, Cllr Charles Howard, Cllr Francis Morland, Cllr Stephen Petty, Cllr Leo Randall, Cllr Tony Trotman and Cllr Fred Westmoreland. Cllr Jacqui Lay, Cllr Mollie Groom and Cllr Peter Colmer, as local Members had also attended the site visit.

Members of the Committee then had the opportunity to ask technical questions after which the Committee received statements from members of the public as detailed above, expressing their views regarding the planning application.

Members then heard the views of Cllr Jacqui Lay, Cllr Mollie Groom and Cllr Peter Colmer as local Members, who expressed their objections to the proposal on the grounds of the size of the proposed development, which would have a significant impact on the surrounding rural area, eroding the rural buffer



between Swindon and North Wiltshire and the inadequacy of the highway proposals.

Cllr Peter Doyle, as Chairman of the Wootton Bassett & Cricklade Area Board, reported that the Area Board opposed the proposed development on account of its impact on the rural buffer between the rural villages of North Wiltshire and Swindon.

The Committee noted that Section 106 Agreement discussions had been taking place with the applicant during which the Local Authority had stated that with such a large scale development, it would require the developer to provide funding for a complete new primary school and also £700,000 towards the cost of a new secondary school.

After some discussion,

**Resolved:**

**Had the Committee been able to determine this application it would have refused Planning Permission and the officers were authorised to contest the appeal for the following reasons:**

- 1. The proposed development is in the countryside, outside the framework boundary of any settlement where residential development is not acceptable under Policy H4 of the North Wiltshire Local Plan 2011.**
- 2. In the absence of a site specific allocation of the application site in any adopted or emerging development plan document, it is considered that there is no policy derived basis for the development of this site. It is proposed that the strategic growth of Swindon will be derived from other more suitable sites identified by Swindon Borough Council in their respect Core Strategy.**
- 3. The proposal is premature to the progression of both Wiltshire Council's and Swindon Borough Council's Local Development Frameworks (LDF), the Core Strategy Development Plan Documents for the area is therefore prejudicial to both councils' plan-led approach to sustainable development, and the spatial vision for the development of Swindon and the surrounding area. As such the proposal is contrary to Planning Policy Statement 1: Delivering Sustainable Development and Planning Policy Statement 3: Housing.**
- 4. The proposed development is non-sustainable; it would be located where it is distant from adequate services with an insufficient public transport provision and will therefore increase the need for**

journeys to be made by private vehicles which is non-sustainable and in conflict with the advice given in PPG13, RPG 10 and Policies C1, C3 and T1 of the adopted North Wiltshire Local Plan 2011.

5. In highway design terms, the proposed development, as illustrated by the Masterplan, is not capable of being built in an acceptable manner. The poor design will encourage speeding, severance, intimidation and safety issues which are contrary to national guidance in Manual for Streets 1 and 2, Policy C3 of the adopted North Wiltshire Local Plan 2011 and current best practice for highway design.
6. In the absence of an acceptable signed S106 agreement, the proposed development does not make any provisions for securing affordable housing and education on the site; it also makes insufficient financial contributions towards mitigating impacts of the development on nearby services and facilities and the maintenance of open space, waste receptacles and surface water attenuation measures on the site. The application is therefore contrary to Policies C2, H5 and CF3 of the North Wiltshire Local Plan 2011 and the North Wiltshire Local Development Framework Affordable Housing SPD (April 2008).
7. The proposed development would detrimentally impact upon the residential amenity of those residents living on through residential roads in the vicinity of the site as a consequence of the development and its associated and cumulative impact on the strategic transport network in the north and west of Swindon. The proposed development is therefore contrary to Policy C3 of the adopted North Wiltshire Local Plan 2011.

7. **N/09/01258/WCM - Park Lane Quarry, Neston Park, Neston - Environment Act 1995: Application for Determination of Conditions to which a Mineral Site is to be the Subject**

**The following person spoke in favour of the application:**

Mr John Salmon, the agent

The Committee received a presentation by the Case Officer which set out the main issues in respect of the application. He introduced the report which requested consideration of the application for approval of full modern planning conditions to facilitate the reactivation of a "dormant" (mineral site). He explained that that, under the provisions of the Environment Act 1995, Park Lane Quarry was classified a "dormant" site and no minerals development could lawfully recommence at this site until a new scheme of conditions had been approved.

The main issue to be considered was whether the submitted conditions were acceptable or should be modified or added to in the light of the particular circumstances of the case and relevant guidance. It was important to note that planning permission already existed for the mine itself and as a consequence the planning merits of permitting a mine in this location were not for consideration.

The Case Officer also drew Members' attention to the late observations.

Members of the Committee then had the opportunity to ask technical questions after which the Committee received a statement from the agent as detailed above expressing his views.

Members then heard the views of Cllr Peter Davis and Cllr Dick Tonge, local Members, who both objected to the proposal on highway grounds regarding access to and from the site, the construction of a new haulage road across five fields breaching six long established hedge and wall boundaries, and the sinking of a totally unnecessary new access slop shaft to the underground workings when an existing slope shaft already existed, causing severe damage to the rural setting of the area.

After discussion, during which the appropriateness of the proposed condition requiring vehicles to use a new access onto Brookleaze and route along Rough Street or a modified condition requiring access to be via the previous route along Park Lane was considered,

**Resolved:**

**To defer consideration of the application in order that:-**

- (1) the Officers could consult the local residents on the option of a condition requiring access to and from the site along Park Lane.**
- (2) all members of the Committee could acquaint themselves with the site.**

**8. N/09/02159/WCM - Park Lane Quarry, Neston Park, Neston - Construction of Road Access, Haul Road and Mine Access Area for Park Lane Mine**

**Resolved:**

**To defer consideration of the application for the reasons set out in Minute No 7 above.**

9. **Urgent Items**

There were no items of urgent business.

(Duration of meeting: 2.00 - 4.15 pm)

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](mailto:roger.bishton@wiltshire.gov.uk)

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

## STANDARDS COMMITTEE

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### DRAFT MINUTES OF THE STANDARDS COMMITTEE MEETING HELD ON 25 JANUARY 2012 AT COUNCIL CHAMBER - COUNCIL OFFICES, BROWFORT, DEVIZES.

#### **Present:**

##### Wiltshire Council Members

Cllr Peter Fuller, Cllr Howard Marshall and Cllr Ian McLennan

##### Town/Parish Council Co-opted Members

Mr William Bailey, Mr Craig McCallum, Mr Robert Oglesby JP, Mr John Scragg, Miss Pam Turner, Mr Keith Wallace and His Hon David MacLaren Webster QC

##### Independent co-opted Members

Mrs Jane Bayley, Mr Michael Cronin, Mr Philip Gill MBE JP, Mrs Isabel McCord (Chairman), Mr Stuart Middleton and Mr Gerry Robson OBE (Vice Chairman)

#### **Also Present:**

Cllr Allison Bucknell

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#### 1. **Apologies**

Apologies were received from Cllr Nigel Carter, Cllr Ernie Clark, Cllr Julian Johnson and Mr Paul Neale

#### 2. **Minutes of previous meeting**

The minutes of the meeting held on 23 November 2011 were presented

#### **Resolved:**

**To approve the minutes as a correct record**

### **3. Declarations of Interest**

Cllr Peter Fuller declared a personal interest in item 6 – Acceptable usage policy for email, Internet and computer use, as it affected him more than other members of the committee

### **4. Chairman's announcements**

There were no announcements

### **5. Public Participation and Questions from Committee Members.**

There were no members of the public present

### **6. Acceptable Usage policy - for email, Internet and computer use**

Members considered the report which had been referred by the Staffing Policy committee. The committee noted the recommendations of the Staffing Policy committee and the amendments to points 17 and 57 that they had made.

A further amendment to point 57 was made so that it now read: 'A complaint made against a councillor under this policy should be referred to the Monitoring Officer who will advise on the appropriate action to take.'

An amendment to the first page of the policy, first paragraph under the heading 'Who does it apply to?' was made so that the paragraph also included co-opted members.

#### **Resolved:**

**That the Standards committee endorses the changes to the policy subject to the amendments detailed above.**

### **7. Framework for the new Code of Conduct**

The Monitoring Officer introduced the report, which identified the key issues for the committee to consider when preparing to meet the requirements of the new standards framework and also updated members on the outcome of discussions in the Task and Finish Group, Group Leaders and the Focus Group on the Review of the Constitution.

The Monitoring Officer explained that on the Government's intended timetable a new Code of Conduct would have to be in place by 1 July 2012. Discussions were taking place between the Local Government Association (LGA), the Association of Council Secretaries and Solicitors (ACSeS) and the National Association of Local Councils (NALC) on preparing a national model code for authorities to consider adopting.

The Monitoring Officer had also been in contact with Wiltshire Association of Local Councils (WALC) as it was important to keep parish and town councils informed.

The Monitoring Officer's view was that as a fall back position Wiltshire Council should continue with its existing Code and review it as and when the regulations on interests were published having regard to any national developments.

It was agreed that a seminar should be arranged after the next Standards Committee meeting to enable all councillors to discuss the key issues of the new framework.

**Resolved:**

- 1. To note the action taken so far and the views of the Standards Task and Finish Group, Group Leaders and the Constitution Focus Group on the implementation of the new standards framework.**
- 2. To ask the Monitoring Officer, in consultation with the Standards Task and Finish Group and the Chairman of the Constitution Focus Group, to prepare detailed proposals on the following for the Constitution Focus Group to consider at its next meeting:**
  - (i) the size and terms of reference of a proposed new standards committee;**
  - (ii) the arrangements for dealing with complaints;**
  - (iii) the arrangements for appointment of the independent person(s), including the number to be appointed, a job description and person specification for this role;**
  - (iv) a code of conduct, subject to the regulations to be issued on interests, having regard to any national or regional models that are being developed, and the views of members.**
- 3. To oversee the arrangements for consulting and providing support to town and parish councils in the implementation of the new standards framework.**
- 4. To ask the Constitution Focus Group to report back to the Standards Committee at its meeting on 7 March 2012 with a view to final recommendations being made to the Council at its meeting on 15 May 2012.**

**8. Minutes of the meeting of the Focus Group on the Review of the Constitution held on 16 January 2012**

The minutes of the Focus Group on the Review of the Constitution had been circulated to members of the committee. The Committee considered the recommendations made by the Focus Group and

**Resolved:**

**Questions and Motions on Notice**

**To recommend to Council:**

- a) not to limit the number of questions or motions a member may submit;
- b) not to change the deadline for submission of questions or motions on notice at this stage but to keep the position under review and bring this back to the Focus Group for further consideration in due course. In the meantime to encourage Councillors to submit questions in particular, in advance of the deadline as far as possible to maximise the time available to prepare responses and in the case of motions, to prepare reports to assist Council in its consideration of them where appropriate;
- c) Not to introduce a time limit for questions and motions;
- d) Not to differentiate between operational and non-operational questions;
- e) To require motions on notice to contain a clear separation between the preamble setting out background information to the motion and the action being sought; and to ask officers to prepare background reports for motions on notice where possible and guidance to assist members in drafting motions;
- f) To note that the Chairman in keeping with his role to manage the efficient transaction of business at meetings, had agreed to place questions and notices of motion further down the agenda, after substantive business, in particular items on the budget and policy framework and having regard to the agenda as a whole.

**Contract Regulations**

**To recommend to Council:**

- a) to agree the revised contract regulations, subject to the Head of Procurement circulating a final revised draft to members of the



**Focus Group and the Standards Committee by the end of January for comment, taking into account, the following points in particular:**

- b) The contract regulations should contain a specific requirement to include the BuyWiltshire website in advertisements for the tender of council contracts;**
- c) The regulations should provide for the publication of decisions on extraordinary exemptions and the reasons for those decisions on the council's intranet within 10 working days of the date of the decision, and should normally be made available to the public, except where this would not be appropriate for legal reasons.**

#### **9. Status Report on Complaints made under the Code of Conduct**

The Monitoring Officer presented the report and it was noted that there had been an increase in cases. It was noted that there will be a point at which the Council will no longer be able to accept complaints under the present regime. This will need to be considered in the light of the transitional regulations when they are available.

**Resolved:**

**To note the report and that a further report will be presented to the committee on the transitional arrangements for dealing with complaints under the current system once the regulations have been issued.**

#### **10. Minutes of Sub Committees**

The minutes of the Dispensation Sub-Committee held on 20 December were presented.

**Resolved:**

**To note the minutes**

#### **11. Forward Plan**

The committees forward plan was presented.

**Resolved**

**To approve the forward plan as amended.**

## 12. **Urgent Items**

There were no urgent items

(Duration of meeting: 2.30 - 4.40 pm)

The Officer who has produced these minutes is Pam Denton, of Democratic Services,  
direct line 01225 718371, e-mail [pam.denton@wiltshire.gov.uk](mailto:pam.denton@wiltshire.gov.uk)

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

**WILTSHIRE COUNCIL**

**COUNCIL**

**28 FEBRUARY 2012**

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**QUESTION FROM CLLR NIGEL CARTER. DEVIZES NORTH DIVISION**

**FOR THE WILTSHIRE FIRE AUTHORITY**

**Question 1**

It is understood that current financial limitations on the Authority's budget are causing problems in funding recruitment and retention of retained fire-fighters - proposed contracts suggest that, in certain circumstances, fire-fighters may be earning less than the minimum wage depending on hours worked - and that full-time fire-fighters are being recruited on contracts of one-year's length only, leading to uncertainty and a loss of morale? It is further understood that many of the fire stations operating with retained fire-fighters are unable to mount full crews when rostered, leaving substantial gaps in cover. A recent incident in the Devizes area is reputed to have drawn in crews from as far afield as Amesbury and Malmesbury to provide cover.

Can the Authority reassure council that stations are being adequately manned by suitably trained and committed fire-fighters and that no area of the county is unreasonable exposed to risk from fire because of inadequate cover?

**Response**

Wiltshire and Swindon Combined Fire Authority is the body corporate responsible for Wiltshire Fire & Rescue Service (FRS), with elected members drawn from both Wiltshire Council and Swindon Borough Council. Its role is to ensure that an effective, efficient and resilient Service is provided for the people of Wiltshire and Swindon.

Wiltshire FRS' managers have taken the opportunity to look afresh at how the service could be delivered in future. There is no intention to stand still given the very dynamic environment in which the Service operates. One of the challenges facing Wiltshire FRS is a reduction in Government grant funding allocation, in line with other fire and rescue services. A programme of change has been put in place to enable the organisation to deliver services for the future with reduced funding while still delivering the same or improved levels of response to the people of Wiltshire and Swindon.

This programme has included a detailed review phase to determine how operational services could be delivered differently, whilst achieving the same or better outcomes. A series of proposals have been developed and these have been communicated to all FRS staff at a series of briefings that took place earlier this month. This started a 16 week internal consultation process.

The external consultation on the proposed changes will commence on 5<sup>th</sup> March. This will include presentations at a number of Community Area Board meetings – Devizes Community Area Board will receive this information on 26<sup>th</sup> March.

The detailed review of the Service's operational arrangements has included much work on the retained duty system. This allows firefighters – many of whom have other jobs - to be 'on call' for emergencies from home or work and then respond when mobilised in the event of an incident. Although this system has worked well in the past, it is no longer sustainable in the long term because of the significant demographic and societal changes that have taken place over the years. The system needs to change and a series of proposals have been developed to make improvements.

Levels of fire cover are continually reviewed and arrangements made to address any shortfalls. For incidents of some scale, crews from other stations are routinely brought in to make up the appropriately-sized response. The proposed new system for on call firefighters will not need so much day-to-day management. It involves a salary scheme, which will provide greater certainty for firefighters and the Service in the future.

Given that the Service is going through a period of transition, and to maintain current crewing levels on wholetime stations, a number of retained firefighters (who put themselves forward for this opportunity) have undertaken a 12 month temporary contract to work as wholetime firefighters. This was entirely voluntary and provides them with a great opportunity, with certainty for the period of their contract. This is a very positive step and a responsible action for the organisation to take.

We have already improved our capacity and capability for managing larger scale incidents by changing the working arrangements for our middle and senior level operational managers. Further work within the programme of change will ensure:

- The retention of all existing fire stations across Wiltshire and Swindon.
- The retention of all fire engines and improved levels of availability of those fire engines.
- The provision of five competent firefighters on fire engines.
- The provision of additional capacity to manage risk across Wiltshire and Swindon.

In conclusion, I would like to repeat that the aim of the changes which are now being consulted upon is to enable the organisation to deliver services for the future with reduced funding whilst maintaining or improving the levels of response to the communities we serve. Resources will be more closely linked to risk, the better to help protect life and property in Wiltshire and Swindon; and I hope the Council will be reassured by this.