

Minutes Book

Tuesday 29 July 2014

Council Chamber, County Hall, Trowbridge, BA14 8JN

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Minutes of Cabinet and Committees

May to July 2014

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Councillors wishing to ask a question on the Fire Authority minutes are required to give written notice no later than five clear days before the council meeting - 5pm on Monday 21 July 2014 - please contact Yamina Rhouati, 01225 718024, yamina.rhouati@wiltshire.gov.uk			
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CABINET

MINUTES of a MEETING held in COUNCIL CHAMBER - COUNTY HALL,
TROWBRIDGE BA14 8JN on Thursday, 15 May 2014.

Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Fleur de Rhé-Philipe	Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Jane Scott OBE	Leader of the Council
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services)

Also in Attendance: Cllr Trevor Carbin, Cllr Richard Clewer, Cllr Stewart Dobson, Cllr Richard Gamble, Cllr Jon Hubbard, Cllr George Jeans, Cllr David Jenkins, Cllr Gordon King, Cllr Jerry Kunkler, Cllr Jacqui Lay, Cllr Alan MacRae, Cllr Pip Ridout, Cllr Bridget Wayman, Cllr Philip Whitehead and Cllr Jerry Wickham

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

51 Apologies

All members were present.

52 Declarations of Interest

There were no declarations of interest.

53 Leader's announcements


There were no announcements.

54 Public participation

The Leader reported receipt of questions from Peter Williams and Rosie Spencer Russell, details of which were circulated in a supplement to the agenda along with responses from Cllr Laura Mayes, Cabinet member for Children's Services, copy attached to the signed copy of these minutes and available on the Council's website along with the agenda for this meeting.

The Leader explained that as usual, contributions would be welcome from those present.

55 New operating model for open access youth service (review of positive leisure-time activities for young people)

 This meeting was well attended by over 70 young people, youth workers and back bench Councillors. For the benefit of the public in attendance, the Leader introduced the Cabinet members and officers. The Leader explained that this was a specially arranged meeting to ensure there was sufficient time to consider the submitted report in detail and to consider all views expressed at the meeting.

Cllr Laura Mayes, Cabinet member for Children's Services presented a report which sought Cabinet approval for the implementation of a new community-led operating model for meeting the council's statutory duty to secure for young people aged 13-19 (so far as reasonably practicable) access to sufficient positive leisure-time activities which are for the improvement of their wellbeing, and sufficient facilities for such activities. Cllr Mayes gave a presentation to explain the main features of what was being proposed and moved the proposals and this was duly seconded.

A report had been previously considered by Cabinet in January 2014 when it was agreed to consult on four options. The consultation measures had included a Sparksite survey, direct texts to 20,000 young people, website coverage, various focus groups and participatory budget events, presentations at Area Boards and generally through the media. There had been an extremely good response to the consultation with 1,770 young people having completed a survey; 500 young people took part in focus groups, 6 groups presented ideas at Area Boards, 5 petitions were received (total c3,500 signatures); 38 letters and 26 responses from voluntary groups; 12 responses from Town and Parish Councils and a response from the Wiltshire Police and Crime Commissioner. The outcomes of the consultation were detailed in the report presented to Cabinet.

The report proposed the development of a community-led approach which would empower communities via area boards, with funding from the Council, to develop and make available positive leisure-time activities within their local area. If agreed by Cabinet, this new model would be in place in October 2014 and fully embedded by April 2015.

Under this proposal, young people and the members of the community would design a tailored and varied menu of youth activities in each area. Trained Community Youth Officers (CYO) would help co-ordinate, design, develop and quality assure a unique youth offer tailored to their needs. The aim would be to have a named CYO for each Area Board area and Area Boards would receive funding to support this. The report also detailed three other options which had been considered.

Cllr Mayes explained that young people had during their consultation feedback, made clear what they wanted. She explained that the community led model would ensure that young people would continue to have a trained and trusted adult; more young people would have access to a wider variety of activities; the youth offer would reflect community needs, the voluntary and community sector would have better opportunities to develop provision for young people, young people and community partners would have greater influence over design of local youth provision and safeguarding would be enhanced through the Targeted Youth Workers. The aim was to have more young people, having more influence and joining in with more activities in their communities.

The Leader introduced Cllr Jon Hubbard, Chairman of the Children's Select Committee who presented the report of the Positive Leisure Time Activities for Young People Task Group as agreed by the Children's Select Committee. Cllr Hubbard raised a number of questions and concerns which he considered had not been addressed in the report presented. He asked how many staff would be employed under the new scheme; would they be dedicated to a particular area or shared; how would the service be managed; who would line manage the CYOs and who would set their objectives and how many open access centres were proposed.

Cllr Mayes responded to the points raised.

The Leader invited those present to express their views. Several of the young people present addressed Cabinet on the proposals, highlighting their areas of particular concern. The Leader, Cllr Mayes and officers responded to the questions raised.

Cllr Mayes emphasised that given the financial constraints mainly due to continued reductions from central Government, the Council had no option but to review how the youth service was delivered. She compared Wiltshire to other authorities where they had simply cut their youth service. This Council was endeavouring to shape the way the service was provided to ensure it was tailored to meet the needs of each community. Area Boards would play a huge

part in determining the level of service required for its area and fund it accordingly.

Cllr Seed commented that the current service was not reaching the majority of young people and the proposals presented would provide the opportunity to put youth services on a much firmer footing.

The report advised that all Councillors should consider the equality issues and impacts of the proposal in the decision making process and satisfy themselves that the Council's Public Sector Equality Duties were being met as shown in Appendix 2 of the report presented. These issues were also raised and discussed within the public discussion. In addition, the risks associated with the proposals as detailed in the risk register as shown at Appendix 4 of the report should also be considered.

The Leader thanked all those present for their attendance, the excellent contributions made at the meeting and for their feedback during the consultation exercise.

The Leader explained the proposals as moved by Cllr Mayes and seconded by a member of Cabinet to ensure all those present were clear on what was being proposed. Following a lengthy debate, it was

Resolved:

- (a) That Cabinet agrees to implement a new community-led operating model for meeting the council's statutory duty to secure positive activities for young people aged 13-19¹.**
- (b) That in so doing, Cabinet approves the following:**
 - i) Adopt the key principles for a new operating model as set out in this report;**
 - ii) Authorise implementation of the community-led model for youth activities to increase the opportunities for young people's involvement and engagement;**
 - iii) Approve that the community-led operating model for youth activities maximises the amount of funding available to community area boards and local coordination;**
 - iv) Delegate authority to Councillor Laura Mayes, Cabinet Member for Children's Services and senior officers to develop and implement**

¹ Up to age 24 for young people with a learning difficulty.

the new operating model, taking account of i)-iii) above and the recommendations of the scrutiny task group.

Reason for Decision

The council has been considering how positive leisure-time activities for young people can be maintained while improving value for money – with the aim to safeguard a youth offer for the future that is sustainable, protects the most vulnerable, enables the council to meet its statutory duties, and responds to the modern lives of young people, increasing their participation and involvement in youth activities.

The proposed new community-led operating model represents the most appropriate way to supporting the council's overall vision, taking into account the outcomes of an extensive public consultation, and ensures that young people will continue to be able to access a range of opportunities, enabled by trained Community Youth Officers. The actions identified and contained within the Equalities Impact assessment will ensure that the Council both in the decision and in the implementation phase meets its public sector equality duties to eliminate discrimination, promote equality of opportunity and foster good relations for protected characteristics (age, sex, disability and religion).

56 Urgent Items

There were no urgent items.

Appendix

Questions and responses

(Duration of meeting: 4.00 - 6.00 pm)

These decisions were published on the 2 June 2014 and will come into force on 10 June 2014.

The Officer who has produced these minutes is Yamina Rhouati, of Democratic Services, direct line 01225 718024 or e-mail yamina.rhouati@wiltshire.gov.uk
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Wiltshire Council

Cabinet

15 May 2014

Public Participation

New operating model for open access youth service (review of positive leisure-time activities for young people)

**Questions from Peter Williams & Responses from
Councillor Laura Mayes, Cabinet member for Children's Services**

Question 1

The model refers to "community-led"; what is being proposed is not a delegation to the community but delegation to the Local Area Boards. Would it not be more meaningful to refer to it a "locally-led"?

Response

Section 5.13 of the cabinet report outlines key features of the proposed community-led operating model. As stated, community area boards will be the focus for delivery and support for positive activities for young people in their community. Funding will be devolved to community area boards to develop and support activities. This is the rationale for describing the proposed operating model as "community-led".

Question 2

The proposed operating model includes the implementation of a quality mark scheme. What example has the Council in mind when putting this forward, how will it be introduced, how will it contribute to the arrangements for evaluating the efficiency and effectiveness of the service, and how will the Council ensure that it delivers improved outcomes and contributes to the desire for continuous improvement?

Response

Section 6 of the cabinet report states that '*Local Youth Networks, a quality mark scheme and improved internal commissioning arrangements will help facilitate high quality youth work and activities across all providers, leading to improved outcomes for young people*'.

It is our aspiration that the proposed quality mark scheme will be developed as part of the implementation process by the community-led governance and impact working group outlined in section 5.23 of the cabinet report. This will be comprised of key officers from across the council. The contribution of the voluntary and community sector and other key partners will be encouraged.

As part of the quality mark scheme the council will not recommend specific providers of positive activities but will develop a directory which providers can register to be part of. As well as contact details and an outline of the activities they offer, providers will be asked to confirm they meet certain criteria covering health & safety, equalities, safeguarding, policies and governance etc.

The council has already developed a similar scheme for personalised learning providers, which schools use to select providers which meet certain criteria.

Question 3

The report suggests that the model is likely to attract additional funding (ref 11.7), implying that applications could be submitted to external bodies. How does the Council plan to assure all voluntary groups and stakeholders that it will not seek to gain funding in competition with their fundraising efforts?

Response

Section 5.7 of the cabinet report provides information on key findings from the consultation. One key finding is that the voluntary and community sector should play a greater role in the provision of positive activities, with support from the council and better coordination of local provision.

As stated in section 5.13 of the cabinet report the proposed new operating model will include Local Youth Network's seeking out opportunities for closer partnership working to avoid overlap and duplication, as well as exploit possibilities for income generation.

It is our aspiration that through the enabling function of community youth officers voluntary and community groups will be supported to maximise their fundraising efforts as well as seek out other sources of funding. We believe that the Local Youth Networks will facilitate collaboration and not competition, encouraging providers to work together for the benefit of young people.

Public Participation

New operating model for open access youth service (review of positive leisure-time activities for young people)

**Question from Rosie Spencer Russell & Responses from
Councillor Laura Mayes, Cabinet member for Children's Services**

Question

*At the first consultation, in Trowbridge on the 10th of February, I specifically made a point of asking whether there would be youth services available locally until the new campus is accessible. Jane Scott herself responded to this by stating that the current youth service will definitely be available until alternatives are ready. We have video evidence to confirm this point. It has now been made clear to us that you intend to close the current youth services by the end of September. This statement is clearly contradicting the earlier assurance. The campus is not scheduled to be complete until at least the end of 2015. How do you propose to uphold the promise you have made to young people, to keep youth services open, when the campus will not be completed until many months after youth services close?

*At both the consultation in Trowbridge and the area board meeting on the 13th of March, we as young people made it clear that the one aspect of the youth service we did not want to be changed was the presence of professional, paid youth workers. The option you have chosen states there will only be one worker per area and these roles will not be youth workers. You have said that you wanted young people involved in these decisions; however you have ignored the feedback from both us and the area board. Why have you decided to implement this option when we, the young people were meant to be involved; but everything we have requested has not been taken into account?

In the surveys you made available to the young people and other members of the public there was no 'other' option, how do you suppose that anyone would be happy with decisions you have implemented when you tried your very hardest to not give us the opportunity to offer our own suggestions?

Have you considered the emotional damage that may occur to the young people; not as a whole but on an individual level to those who use these youth services currently when they are removed? If so how do propose compensate this damage without the presence youth workers and the current model of youth service that exists today?

The areas currently used for youth centres allow young musicians the space to rehearse, with equipment for a very cheap price as little as one pound a session. With the campus not due to be open until late 2015 at the earliest, and the current youth centres being closed/moved where do you propose that these young people can further their musical talents in an environment as cheap and as encouraging as the places such as Grosvenor House?

Response

Ms Russell has raised a number of issues regarding the proposals to Cabinet including the provision of services to young people, the need for professionally trained staff, the use of buildings as youth centres, and the special need for young musicians to rehearse.

Although the proposal presented to Cabinet does not propose that the current service should remain unchanged, the recommendations are designed to ensure that all young people will have access to a varied and innovative range of activities, shaped by them and their communities. Each area will have and well trained and named community youth officer to co-ordinate and facilitate these services. Each area board will have a budget to spend on youth services that will be guided by a new body to be called a Local Youth Network in which young people will have a leading voice.

In addition to the community youth officers, a number of specialist youth workers will ensure that those who are vulnerable will also get the right help when they need it to enable them to tackle problems before they reach crisis point, meaning they are more likely to achieve positive outcomes.

These proposals reflect the results of the recent consultation in which a community-led model was the most popular option with young people. It also responds to the fact that young people said they valued contact with a named professional person and wanted access to a wider range of activities. Unfortunately, it has not been possible to meet all the wishes of those who responded to the consultation but I believe the proposals are a fair compromise.

With regard to youth centres, the Full Council Amendment agreed on 25 February requires an audit of all properties which have been used to deliver youth work in order to yield some savings in advance of any campuses being established which can be put into the wider youth work budget. This and other measures have reduced the savings required from the overall youth budget by £250,000. The amendment modified the position that the council had previously taken, to which Jane Scott had referred in her comments earlier in February.

The audit is likely to result in some buildings closing in some areas where the cost of running them is disproportionate. Where this occurs, the council is committed to

ensuring that viable and local alternative premises can be used. This alternative might be in other council buildings or could involve community or voluntary sector facilities. In any event, the council is committed to open communication in each area to ensure that key stakeholders, including young people, are fully engaged with the issues.

It is too soon to know if Grosvenor House might be recommended for closure before Base Connection moves into the new Salisbury Campus. If such a recommendation is made, the area board may chose to retain the building using the funds available to it. Alternatively, other premises may become available in the area so that important youth activities can continue.


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CABINET

MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 20 May 2014.

Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Fleur de Rhé-Philippe	Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Jane Scott OBE	Leader of the Council
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband

Also in Attendance: Cllr Jon Hubbard, Cllr Simon Killane, Cllr Gordon King and Cllr Philip Whitehead

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

51 Apologies

Apologies were received from Cllrs Tonge and Wheeler.

52 Minutes of the previous meeting

The minutes of the meeting held on 22 April 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 22 April 2014.

53 Declarations of Interest

There were no declarations of interest.

54 **Leader's announcements**

There were no announcements made by the Leader.

55 **Public participation**

The Leader explained that as usual at meetings of Cabinet, she would be more than happy to hear from any member of the public present on any of the items on this agenda.

There were no questions asked or statements made.

56 **Urgent Items**

There were no urgent items.

57 **Exclusion of the Press and Public**

Resolved:


That Cabinet agrees in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in minute nos. 58 and 59 below because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

Reason for taking the items in private:

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

No representations were received on why the items should be taken in private.

58 **Update on the Waste Management Procurement Process**

 Councillor Sturgis presented a confidential report which updated Cabinet on the waste management procurement process and sought to delegate authority to the Associate Director to carry out a number of relevant actions.

Resolved:

That Cabinet:

1. **Note the update on the Waste Management procurement process;**

2. Delegate authority to the Associate Director Waste and Environment in consultation with the Cabinet Member and the Associate Director Legal and Governance

- (a) to enter into detailed negotiations with Hills Waste Solutions to extend the Contract for the Provision of Waste Recycling and Disposal Services until 31 July 2017;**
- (b) subject to the conclusion of an extension to the contract referred to in (a) above, to extend the contract with FCC Environment for waste and recycling collection in west Wiltshire until 31 July 2017;**

3. Subject to (2) above to revise the current procurement timetable in accordance with the following programme:

Activity	Dates
Cabinet decision to extend	Apr 2014 – May 2014
Deeds to extend Hills and FCC contracts	May 2014 – Sep 2014
Complete tender documentation	May 2014 – Sep 2014
Tender period	Oct 2014 – Dec 2014
Evaluate tenders	Jan 2015 – Mar 2015
Cabinet decision to award	Apr 2015 – May 2015
Post decision to contract signature	Jun 2015 – Jul 2015
Mobilisation	Aug 2015 – Jul 2017
Contract commencement	1 August 2017
Contract expiry	31 July 2025


4. Agree to consult on options for the garden waste collection service and to bring a report to Cabinet on the outcome in due course.

Reason for decision:

To enable an extension to the procurement programme to ensure the Council provides value for money to residents in delivering waste management services. To obtain residents' views on options for changes to the garden waste service to inform future decisions by Cabinet on proposals for the 2015-16 budget.

59 Land at Bowerhill, Melksham

Councillor Scott, Leader of the Council left the meeting to attend an urgent meeting. Cllr Thomson took the chair.

 Councillor de Rhé-Philippe presented a report which detailed a proposal regarding Land at Bowerhill, Melksham. It was noted that both the local member and the Chairman of the Area Board had given their support to the proposal.

Resolved:

That Cabinet agrees the proposal as set out in the report presented.

Reason for decision:

To support businesses and improve the quality of life in the area.

(Duration of meeting: 10.30 - 10.41 am)

These decisions were published on the 30 May 2014 and will come into force on 9 June 2014


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

MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 17 June 2014.

Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Fleur de Rhé-Philipe	Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Jane Scott OBE	Leader of the Council
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform

Also in Attendance: Cllr Allison Bucknell, Cllr Richard Gamble, Cllr Jon Hubbard
Cllr David Jenkins, Cllr Simon Killane. Cllr Gordon King
Cllr Magnus Macdonald, Cllr Roy While, Cllr Philip Whitehead
and Cllr Jerry Wickham

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

60 Apologies

An apology for absence was received from Cllr Stuart Wheeler.

61 Minutes of the Previous Meeting

The minutes of the meeting held on 15 and 20 May 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meetings held on 15 and 20 May 2014.

62 Leader's Announcements

The Leader reminded the meeting that Her Royal Highness, the Duchess of Cornwall would be formally opening County Hall on Monday 23 June which would include a tour of the building, meeting staff and members. The Duchess would unveil a plaque in the Atrium to commemorate this special occasion.

63 Declarations of interest

No declarations of interest were made.

64 Public participation

The Leader explained that as usual at meetings of Cabinet, she would be more than happy to hear from any member of the public present on any of the items on this agenda.

The Leader referred to submissions received in respect of the item on Improvements at M4 Junction 16 minute no. 68 refers.

65 Wiltshire Dementia Strategy - Update on Public Consultation Process

Councillor Keith Humphries presented a report which gave Cabinet an update on the progress of the Wiltshire dementia strategy consultation process which took place between 20 February and 19 May 2014.

The strategy would provide the strategic direction for Wiltshire Council and NHS Wiltshire Clinical Commissioning Group (CCG) in supporting people with dementia and their carers and families from the point that people noticed concerns about their memory through to end of life care. It included a commissioning action plan for 2014/2015 which detailed the commitments and actions that would be delivered in order to achieve the objectives and priorities identified. It was noted that three quarters of the initiatives in the Strategy were now a statutory responsibility under the Care Act 2014.

Details of the consultation feedback were presented. All responses would be formally analysed and the draft strategy would be reviewed and amended as required. It would then proceed through the relevant governance channels in order to be formally agreed by this Council and NHS Wiltshire Clinical Commissioning Group. The Wiltshire Dementia Delivery Board would be responsible for overseeing the implementation and review of the strategy.

Councillor Jon Hubbard drew attention to the fact that this Council was investing twice as much as NHS Wiltshire into supporting people with dementia, their carers and families. He suggested that a briefing note should be prepared for

members which would explain the measures the Council was funding or supporting in this area of dementia care.

Corporate Director, Maggie Rae explained that a proportion of the nearly £15 million this Council spent on dementia care was invested in the voluntary sector through grant funding. A lot of the services provided by the voluntary sector in this area were made possible by the Council's funding. Scrutiny involvement was sought in looking how best to provide advanced dementia care.

Resolved:

That Cabinet note the consultation process and initial draft responses on the basis that following formal analysis these would be used to review and amend the Wiltshire Dementia Strategy.

Reason for decision:

To update Cabinet on the progress of the Wiltshire dementia strategy consultation process.

66 Annual report on Treasury Management 2013-14

Councillor Dick Tonge presented the annual treasury management report for the financial year ended 31 March 2014.

Cllr Tonge guided members through the report and answered members' questions.

Resolved that Cabinet note:

- a) Prudential Indicators, Treasury Indicators and other treasury management strategies set for 2013-14 against actual positions resulting from actions within the year as detailed in Appendix A of the report presented; and**
- b) investments during the year in the context of the Annual Investment Strategy as detailed in Appendix B of the report presented.**

Reason for decision:

This report is required by the Prudential Code for Capital Finance in Local Authorities and the CIPFA Code of Practice for Treasury Management in the Public Services.

67 Revenue and Capital Outturn Reports 2013-2014

(Revenue Outturn report 2013/14

Councillor Dick Tonge presented a report which advised of the final unaudited revenue outturn position as at 31 March 2014 for the financial year 2013/2014. The year end position stood at an underspend of £0.397 million.

Councillor Roy While updated Cabinet on the work of the Budget Task Group which he chaired.

The report explained that the housing revenue account was reporting an underspend of £2.667 million, primarily caused by the rescheduling of repairs and maintenance. Councillor Jon Hubbard asked if this meant that repairs were not being carried out to the detriment of tenants. Councillor Humphries explained that a lot of work was being undertaken in this area. It was also agreed that a meeting be arranged between Councillors Humphries and Hubbard and relevant officers to update Councillor Hubbard.

The Leader wished to place on record her and Cabinet's thanks to Managers for their careful budgeting especially over the last two quarters to come under budget despite considerable pressures.

Resolved

That Cabinet note the report showing an outturn underspend of £0.397 million, and appropriate transfers to General Fund and Earmarked reserves as set out in Sections 18-24 of the report.

Reason for decision:

That Cabinet approve the final outturn for 2013/2014.

(Capital Outturn report 2013/14

Councillor Tonge presented a report which informed Cabinet of the final outturn position of the 2013/2014 Capital Programme, including highlighting budget changes. The report focused on major variations in budget. Councillor Hubbard asked if slippages of work within the capital programme would result in corresponding savings in the revenue budget to which Councillor Tonge replied.

Resolved that Cabinet note:

- a) **The general budget additions for grants and revenue contributions of £4.980 million as per appendix B and to note the**

final outturn position of the Capital Programme in appendix A.

- b) The total reprogramming of £24.743 million from 2013/2014 to 2014/2015.**

Reason for decision:

To inform Cabinet of the position of the 2013/2014 capital programme as at Outturn (31 March 2014), including highlighting of budget change.

68 Improvements at M4 Junction 16

The Leader reported receipt of questions from Mrs Charmian Spickernell of the Council for the Protection of Rural England and comments and observations from Cllr Mollie Groom, Mr John Ingleson of Swindon, Cllr Neville Smith of Lydiard Tregoz Parish Council, details of which were circulated together with responses from Cllr Fleur de Rhé-Philippe. Cabinet also received a letter from Joyce Holman, Clerk to Wroughton Parish Council a reply to which would be circulated to all Cabinet members.

Councillor Fleur de Rhé-Philippe presented a report which followed from a previous Cabinet decision dated 30 October 2007 in relation to Junction 16 of the M4 motorway, which was to be remodelled to accommodate the Wichelstowe development in Swindon. It sought authority, not previously granted, to enter into an agreement with other parties to enable remodelling works to proceed.

Councillor Fleur de Rhé-Philippe guided members through the report and responded to queries from members of the Council and members of the public. She confirmed that all correct procedures had been followed.

Resolved:

That Cabinet:

- a) Withdraws its former resolution (WCC Cabinet 30/10/2007) to object to the remodelling of M4 motorway Junction 16, on the basis of the drawings subsequently relied upon by Swindon Borough Council to discharge Condition 99 of planning permission S/02/2000, specifically with regard to non-motorised users.**
- b) Authorises the Associate Director for Highways and Transport, in conjunction with the Head of Legal Services, to agree detailed design and negotiate an agreement, or agreements, with Swindon Borough Council and the Highways Agency to facilitate the execution of the remodelling scheme, such agreements to make provision, inter alia, for appropriate maintenance payments towards**


the additional costs to Wiltshire Council for the ongoing maintenance of the signal controlled junction.

- c) Authorises the Associate Director for Highways and Transport to review existing arrangements with the Highways Agency in relation to the management and maintenance of the traffic control signals at Junction 16.**

Reason for decision:

To ensure that Swindon Borough Council can progress the Wichelstowe development, and not be constrained by the occupancy restrictions imposed by Condition 79 of planning permission S/02/2000, as a result of Wiltshire Council's objection to aspects of the Junction 16 capacity enhancement scheme

69 City of Salisbury, Milford Hill, Britford and Old Manor Hospital Conservation Area Appraisals

 Councillor Toby Sturgis presented a report which requested approval to the de-designation of the Salisbury Conservation Area and would simultaneously authorise the designation of four separate conservation areas, as authorised by the Planning (Listed Buildings and Conservation Areas) Act 1990 for onward recommendation to Council.

The Four Conservation Area Designations and their written appraisals had been formally consulted on and were therefore in a position to be adopted by Council. The re-designation would allow four different sub-areas which would recognise the individual qualities which characterise each area.

Resolved:

That Council (21 October 2014 meeting) be recommended to:

approve the de-designation of Salisbury Conservation Area and simultaneously re-designate the same area (with minor boundary amendments) but as four separate conservation areas namely: City of Salisbury, Milford Hill, Old Manor Hospital and Britford – each with its own written and illustrated appraisal. A map showing the proposed boundary is provided as Appendix 1 to the report presented.

Reason for decision:

The Council has a responsibility to consider the designation of conservation areas under Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990. Salisbury is already a designated conservation area and re-designation of four subareas namely: the City, Milford Hill, Britford and Old Manor Hospital (Wilton Road). The proposal is to de-designate Salisbury Conservation Area and simultaneously re-designate City of Salisbury, Milford

Hill, Old Manor Hospital and Britford. Thereby, the individual qualities which characterise and make each area distinct will be recognised. Each conservation area will be accompanied by an appraisal, which will be a useful informative document for development control officers as well as the public. The status of the documents would be documents informing the Local Development Framework.

70 Urgent Items

There were no urgent items.

(Duration of meeting: 10.30 - 11.36 am)

These decisions were published on the 3 July 2014 and will come into force on 11 July 2014

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CABINET CAPITAL ASSETS COMMITTEE

MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 20 May 2014.

Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband

Also in Attendance:

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

10 Apologies and Substitutions

Apologies were received from Cllrs Scott, Tonge and Wheeler.

Cllrs Humphries, Mayes and Seed were substitutes.

Cllr Thomson was in the chair for the meeting.

11 Minutes of the previous meeting

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 18 March 2014.

12 Leader's Announcements

There were no announcements from the chair.

13 **Declarations of interest**

There were no declarations of interest.

14 **Public Participation**

There were no questions asked or statements made.

15 **Gypsy & Traveller Development Plan Document**

Councillor Sturgis presented the report which outlined work proposed to undertake a review and roll forward of pitch requirements in the Wiltshire Core Strategy in the form of a Gypsy and Traveller Accommodation Needs Assessment and sought member's endorsement for the arrangements being undertaken to assess land in Council ownership for inclusion as new traveller sites in the Gypsy and Traveller Development Plan Document to maintain a 5 year supply of sites in accordance with national policy.

He noted that the proposed traveller pitch requirements included in the Wiltshire Core Strategy, Core Policy 47 (as amended) seen in table 1 of the report were correct as of today but were subject to the outcome of the Gypsy and Traveller Accommodation Needs Assessment. Interviews with the travelling community were underway as part of the review on overall pitch requirements and it was expected that numbers may increase as with the settled community.

Resolved:

The Committee endorsed the arrangements being undertaken in order to assess land in Council ownership for inclusion as new traveller sites in the Gypsy and Traveller Development Plan Document to maintain a 5 year supply of sites in accordance with national policy.

Reason for proposal:

There are a number of drivers for pursuing the opportunity to include Council land in the proposed Gypsy and Traveller DPD. These include:

- i. The legal requirement in the Housing Acts for councils to provide for the accommodation needs of gypsies and travellers in its area
- ii. The requirement in national policy for councils to respond positively to the accommodation needs of travellers, a commitment the Council has also made to the Wiltshire Core Strategy Inspector
- iii. The benefits of reducing unauthorised encampments / developments
- iv. The need to provide a choice in the size, type and locations of traveller sites in Wiltshire
- v. The requirement to maintain a 5 year supply of housing included in national policy

16 **Urgent items**

There were no urgent items.

(Duration of meeting: 12.00 - 12.06 pm)

These decisions were published on the 22 May 2014 and will come into force on 30 May 2014

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CABINET TRANSFORMATION COMMITTEE

MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 17 June 2014.

Cllr Jane Scott OBE	Leader of the Council
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)

Also in Attendance:

Cllr Fleur de Rhé-Philippe
Patrick Geenty, Police Chief Constable
Dr Stephen Rowlands, Clinical Commissioning Group
Kieran Kilgallen, Chief Executive, Office of Police and Crime Commissioner
Cllr Allison Bucknell
Cllr Bill Moss

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

11 Apologies and Substitutions

Apologies were received from Cllr Wheeler.

Cllr Humphries substituted for Cllr Wheeler.

12 Minutes of the previous meeting

Resolved:

That the minutes of the meeting held on 18 March 2014 be approved as a correct record and signed by the Leader.

13 Leader's Announcements

There were no Leader's announcements.

14 Declarations of Interest

There were no declarations of interest.

15 Public Participation

It was noted that no requests for public participation had been received. The Leader did however explain that, as usual at meetings of Cabinet, she would be more than happy to hear from any member of the public present on any of the items on this agenda.

16 Neighbourhood and Operational Policing

Rachel Kirby, Systems Thinking Lead gave a detailed presentation on the work of her team in reviewing customer access and getting knowledge of Wiltshire Police Systems.

The team had spent time gaining knowledge and understanding the current operations systems; and had developed a purpose statement, "Keep me safe and protect my community", based on talking to members of the public and observed demand. Case studies had identified issues with handoffs, a number of different systems being used and the creation of preventable demand.

The police were presented with two options – to stay as they were or to move to redesign with testing. With the agreement of the police the principles of redesign were established from the check phase and the current focus is on developing a one stop 'respond, resolve, record', community focused approach for its customers. This will be tested live on new demand (a report of a theft) in the Trowbridge sector from 30 June 2014; the design will then be refined and further tested until it is fully robust in operational use. This will in turn inform what roles and structures are required. Once capacity had been released, work will focus more on being proactive in preventing crime and addressing the root causes of crime and antisocial behaviour in our communities.

The Chief Constable, Pat Geenty congratulated the team on their work to date, highlighting that Wiltshire was the only force going through an end-to-end redesigning process. Existing systems had been built up over 170 years and it was hoped that silos would be broken down and staff would be put back into the community teams. He recognised the difficulty in transitioning from one system to another and hoped that the system would expand over time, providing information on why crimes were happening and moving the focus to prevention. He welcomed the support of the Office of the Police and Crime Commissioner and the Wiltshire Public Service Board recognising the review would not work without public partnerships.

The Committee confirmed its support for the redesign, recognising the similarities between it and other projects.

When questioned on whether the redesign had the support of the Ministry of Justice, Mr Geenty noted that the permanent secretary would be visiting next week. Police on the front line had been engaged by the systems thinking team, involved in making changes and designing the right IT solution. A key part was training and ensuring it was right for the individual.

Mr Geenty noted that public satisfaction surveys had shown that Wiltshire Police were third best in the country for dealing with crime, increasing 7 points in the last 12 months. The relationship with the public was improving, possibly due to increased visibility.

The Committee thanked Rachel for her presentation.

Paul Mills gave a presentation on community engagement, including the purchase of community alert software called Neighbourhood Alert. This was currently used by Thames Valley Police who in two years had 80,000 members sign up to use it.

Neighbourhood Alert was free to sign up to, and allowed users to set preferences on the types of and frequency of messages they received. Messages could be targeted to geographical areas from county-wide to street level, or a cluster of homes. It could be used to send updates regarding crime prevention, community safety campaigns, events, news, meetings or good news stories.

It would reinvigorate Neighbourhood Watch, who had been involved in all aspects of the procurement process and would be rolled out in mid to end July to four pilot areas: Malmesbury, Pewsey, Warminster and Swindon West. Other benefits included improved communications, building trust and confidence, reduce incoming calls and reinvigorating other watch schemes. Other force areas used it and there was potential for cross-border work and for it to include other agencies in the future.

In response to questions it was confirmed that Wiltshire was working with the police as part of its digital strategy, and Neighbourhood Alert would be promoted through Area Boards and their community networks, Town and Parish Councils, resident's associations, churches with all encouraged to sign up to it. Its scope could be widened to link in with health and other opportunities.

The Committee thanked Paul for his presentation.

17 **Systems Review - Better Care for the frail elderly**

John Rogers, Head of Systems Thinking and Customer Access, gave a presentation on the system review of intermediate care that had been started as

a result of the Better Care Plan, a new government initiative on care for the frail elderly.

He detailed the complex processes involved in placing people into intermediate care, and issues around delayed transfers to care and duplication of roles.

A detailed case study was being developed from existing records, and discussions with stakeholders were planned to decide what the 'check' stage would involve and what it would deliver as part of the Better Care Plan.

The committee recognised that community services needed to be in place and available to provide a different option to the acute route.

In response to questions it was confirmed that the care pathway was the best way to bring together service providers and it was important to see the disbenefit to patients of being in acute beds when they would be better placed in a different care setting – ideally their home. There were no plans to put wardens back into care homes.

The Committee thanked John for his presentation.

18 Project and Programme highlight report

Ian Baker, Head of Programme Officer presented a report which provided an update on the position of projects and programmes as at 31 May 2014.

Resolved:

The Committee noted the report.

19 Systems Thinking Programme highlight report

John Rogers, Head of Systems Thinking and Customer Access presented a report which detailed the position of the systems thinking programme as at 31 May 2014.

Resolved:

The Committee noted the report.

20 Urgent Items

There were no urgent items.

(Duration of meeting: 2.00 - 3.38 pm)

These decisions were published on the 30 June 2014 and will come into force on 8 July 2014

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OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DRAFT MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 8 JULY 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Trevor Carbin (Substitute), Christine Crisp, Cllr Stewart Dobson, Alan Hill (Vice Chairman), Cllr Simon Killane (Chairman), Cllr Gordon King, Cllr Jacqui Lay, Cllr John Noeken, Cllr Paul Oatway (Substitute), Cllr Jeff Osborn, Cllr Mark Packard, Cllr Pip Ridout, Cllr Ian Thorn, Cllr John Walsh and Cllr Bridget Wayman

Also Present:

Cllr George Jeans, Cllr John Thomson, Cllr Roy While, Cllr Philip Whitehead and Cllr Jerry Wickham

57 Election of Chairman

Resolved:

To appoint Councillor Simon Killane as Chairman of the Overview and Scrutiny Management Committee for the forthcoming year.

58 Election of Vice-Chairman

Resolved:

To appoint Councillor Alan Hill as Vice-Chairman of the Overview and Scrutiny Management Committee for the forthcoming year.

59 Membership Changes

Resolved:

To note the changes to membership of the Committee, with the revision that Councillor John Noeken had been removed as a Substitute Member and added as Full Member of the Committee.

60 **Apologies**

Apologies were received from Councillors Jon Hubbard and Phillip Whalley.

Councillor Hubbard was substituted by Councillor Trevor Carbin.

Councillor Whalley was substituted by Councillor Paul Oatway QPM.

61 **Minutes of the Previous Meeting**

The minutes of the meeting held on 29 April 2014 were presented for consideration, and it was,

Resolved:

That subject to amending Minute 53 - Task Group Updates - under the heading 'Environment Select Committee' to refer to the Officer of the Police and Crime Commissioner, not the Officer of the Police and Crime Commissioner, to APPROVE as a true and correct record and have the Chairman sign the minutes.

62 **Declarations of Interest**

There were no declarations.

63 **Chairman's Announcements**

Through the Chair it was announced the Scrutiny Training scheduled for 1400 on Tuesday 15 July 2014 at County Hall still had one open slot, and that a reminder notice would be sent out to all members should anyone wish to attend.

64 **Public Participation**

There were no public statements or questions submitted.

65 **Project Board Membership**

At its meeting on 29 April 2014 the Management Committee considered a report from the Scrutiny Manager on recent requests to appoint a scrutiny member to executive project boards, and requested a set of recommendations on a suitable approach to such requests, addressing the need for clear remits for any appointee, a focus on outcomes and a clear report process.

A report from the Scrutiny Manager and the Head of the Programme Office, setting out criteria for the role of any appointee to a Project Board, and an engagement process as detailed in the agenda papers, including ensuring

alignment with key criteria to ensure any involvement was appropriate and adding value to the council and regular meetings with the Programme Office to review new projects that could benefit from Scrutiny involvement.

The Committee discussed the report as well as receiving updates from Cllrs John Walsh and George Jeans on their experiences from working on Project Boards, including the need for a certain amount of confidentiality and constructive analysis, with the Cabinet Member for Highways and Streetscene and Broadband commenting on the useful involvement of scrutiny members on a Project Board.

The need for officer support from the Programme Office as well as Scrutiny for any member appointed to a Project Board was emphasised, and it was also felt appropriate that where a Cabinet Member or Portfolio Holder was a member of a Board, there was a likelihood some form of Scrutiny engagement would follow given the clear significance of any such project.

Some concerns were raised about a focus on projects overshadowing the need to scrutinise the council more broadly, such as with corporate governance issues, although achieving early scrutiny involvement to shape policy and project development was seen as a positive step, rather than seeking involvement, or being requested to scrutinize, complex topics at too short a notice to add much to the process. The need for any appointee to take a strategic, not local, view was raised, with discussion of how realistic it could be for a single member to adopt a county-wide strategic approach, although it was felt local interest in a topic could assist in the informing of a strategic approach.

Members felt that the requirement that any Scrutiny involvement on a Board aligned with delivery of the council's business plan should be mandatory, and that a list of which Boards Cabinet Members and Portfolio Holder's were members of, as well as more detail on lead officer's and categories of projects and a template for members to create reports to the relevant Committee, would assist Scrutiny in its considerations of where it could add value to the process.

At the conclusion of debate, it was,

Resolved:

That:

(1) Involvement of Overview and Scrutiny needs to align with delivery of the council's business plan, and one or more of the following criteria;

- **Must be transformational in nature with a direct impact on communities or people**
- **Has significant financial implications for the Council**
- **Involves thematic and/or partnership working**
- **Engagement adds value**

(2) The Head of Programme Office will meet with the Chair and Vice-Chair of Overview and Scrutiny Management Committee once a

month to review new projects that could benefit from Overview and Scrutiny membership. Soundings will also be taken from the political and corporate leadership as appropriate.

(3) The Chair of Overview and Scrutiny will advise the Head of Programme about any engagement and whether an alternative approach from Overview and Scrutiny would be more suitable involving one or a phased combination of:

- **Select Committee**
- **Task Group**
- **Rapid Scrutiny Exercise**
- **Representation on Project Board**

66 Broadband Rollout

Cllr George Jeans provided a written update on the Wiltshire Online rollout of Broadband in the county, in his position as a scrutiny representative on the Project Board, along with the Head of the Programme Office.

Details were provided on the delivery of broadband for all of Wiltshire, as well as the intended minimum of 91% coverage of areas with superfast broadband provision, with officers working with Community Area Managers to put together a rota to provide updates to each Area Board as the rollout progresses across the county. The Committee was informed there were currently no significant problems for the project moving forward.

The Committee discussed the update along with contributions from the Cabinet Member for Highways and Streetscene and Broadband. There were some concerns raised about whether the provision of superfast broadband of 24Mbps for specific areas being prioritised above the goal of providing a minimum average of 2Mbps for the entire county, including isolated communities. It was stated the rollout was being progressed in the most efficient manner possible, with a need to benefit the most people as fast as possible, and also that technology to provide broadband and superfast broadband to isolated communities and farmsteads was evolving quickly, and options were being examined to provide this in a cheaper and more effective manner than the laying of fibre optic cables.

With regards the laying of fibre optic cabling, it was stated that the emerging Core Strategy contained guidance new sites to be compatible, and that there should be no disruption to existing broadband provision during the rollout as it was an entirely new infrastructure than the existing network.

There was discussion of securing additional funding allocations from the Government for phase 2 of project, which was currently dependent on Wiltshire Council providing match funding which had not been identified, and it was stated that the Council had significantly overmatched the funding allocation for phase 1 of the project given the priority for businesses and homes in the county, and believed this should be taken into account for phase 2 and was awaiting a response from the Government.

The Committee also emphasised the need for continued communication to residents on the outcomes of the project, with some concerns that expectations may be higher than what would be achieved, despite considerable improvement being the result.

Resolved:

To note the update.

67 Update from the Centre for Public Scrutiny (CfPS) Conference

On 10 June 2014 Cllrs Simon Killane and Gordon King attended the Annual Centre for Public Scrutiny (CfPS) Conference entitled "*You have reached your destination: scrutiny's role on the road to better places*" alongside Emma Dove, Scrutiny Officer, to network and learn from scrutiny colleagues and evaluate the national position of scrutiny. The second day to the Conference was a Scrutiny Camp which Cllrs Gordon King and Alan Hill attended alongside Emma Dove, Scrutiny Officer. This involved a pitching session with all delegates to suggest topics for discussion based on what colleagues felt they would benefit from seeking the view of others and sharing ideas.

Cllrs Killane, King and Hill presented the written report from the conference, and commented on their experiences. It was stated that there had been a lot of confusion of government policy, and also a focus on scrutiny outcomes, though they felt the role of overview and scrutiny in policy development had not been emphasised as much as it could have been.

The Council's work on the Local Enterprise Partnership's (LEP) was detailed at the conference, and it was stated that many council's had not been able to positively engage with the LEPs in their areas, highlighting the need to be proactive in approach but also develop constructive relationships with partners and external bodies in a sensitive manner, particular where there is no obligation for those partners and bodies to co-operate with a scrutiny body of a local authority.

It was concluded that the conference had been a worthwhile experience in showcasing and examining scrutiny techniques and developments that Wiltshire could learn from and add to, and attendance at future conferences was encouraged.

Resolved:

To note the update.

68 Task Group Update

1) Financial Planning Task Group

The written update from the Financial Planning Task Group was noted, with further details on upcoming meetings of the group and work including on the

Corporate Performance Regime, with plans for a 'Citizen's Dashboard' to monitor the council's performance, detailed.

LEP Task Group

The written update on the preparations for the LEP Task Group was noted.

2) Children's Select Committee

The Committee endorsed the Children's Select Committee's creation of an Early Help Strategy Task Group.

Health Select Committee

The Continence Task Group had completed its work, with its conclusions presented to the Clinical Commissioning Group.

An update from the Dementia Task Group was provided, as follows:

A series of meetings for the Task Group have been arranged over the next six weeks to bring together Task Group members, and at the same time, Wiltshire Council and the Clinical Commissioning Group finished in May 2014, a three month public consultation on the draft Wiltshire Dementia strategy; the Task Group is intending to influence the final strategy document once it is available.

In addition, the Health Select Committee and Dementia Task Group had received a request from the Corporate Director to consider a review of advanced dementia care, to report by November 2014.

Environment Select Committee

The Committee endorsed the continued existence of the Community Infrastructure Levy (CIL) Task Group, and it was reported the Adoptable Estates Task Group would be reporting on its work at the next meeting of the Environment Select Committee.

69 **Forward Work Programme**

The Forward Work Programme was noted, along with the written update on the plans to arrange meetings between the Executive and Associate Directors and the Chairs and Vice-Chairs of the Scrutiny Committees in order to refresh and develop the Forward Work Plan further.

The written update on the Supermarket Levy was received, with the suggestion that the council should await the outcome of the 11 authorities submitting their proposals for a levy to the Government, before, if deemed appropriate, addressing the matter again.

It was also raised that the Chairman of the Environment Select Committee was not a member of the Management Committee, as was intended under the Committee's Terms of Reference. It was stated this was a result of the Environment Select Committee electing its Chairman after the latest appointment by Council of members of the Management Committee, and that

Group Leaders would have the opportunity to address the matter at the next meeting of Council on 29 July.

70 Date of Next Meeting

The date of the next meeting was confirmed as 9 September 2014.

71 Urgent Items

There were no urgent items.

(Duration of meeting: 10.30 - 12.55)

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CHILDREN'S SELECT COMMITTEE

DRAFT MINUTES OF THE CHILDREN'S SELECT COMMITTEE MEETING HELD ON 29 APRIL 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Pat Aves, Ken Brough, Cllr Mary Champion, Cllr Sue Evans, Cllr Jon Hubbard (Chairman), Cllr Simon Jacobs, Cllr Jacqui Lay (Vice Chairman), Cllr Bill Moss, Cllr Helen Osborn, Dr M Thompson and Cllr Philip Whalley

Also Present:

Cllr Richard Gamble, Cllr Simon Killane, Cllr Howard Marshall and Cllr Laura Mayes

28 Apologies

Apologies for absence were received from Mr Ken Brough, Miss Sarah Busby, Cllr Mary Douglas, Mr John Hawkins, Mr Kaylum House, Cllr Chris Hurst, Cllr George Jeans, Cllr Alan MacRae, Cllr Sheila Parker, Cllr Pip Ridout, Cllr Ricky Rogers and Mrs Lynne Swainston.

The Chairman informed the meeting of the recent very sudden death of Cllr Chris Hurst's father. Members joined the Chairman in requesting the Democratic Services Officer to write to Cllr Hurst extending the Committee's condolences at this very sad time.

29 Minutes of the Previous Meeting

Resolved:

To approve and sign the minutes of the previous meeting held on 25 March 2014 as a true record.

30 Declarations of Interest

There were no declarations of interest made at the meeting.

31 Chairman's Announcements

There were no Chairman's announcements.

32 **Public Participation**

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

33 **Final Report of the Positive Leisure-time Activities for Young People Task Group**

Consideration was given to a report which presented the conclusions and recommendations of the Positive Leisure Time Activities for Young People Task Group.

In introducing the report, the Chairman paid tribute to the intensive work carried out by members of the task group which included Kaylum House, the Committee's children & young people's representative. He reminded the Committee that on 21 January 2014 Cabinet considered a part 2 report proposing that it reviewed how it met its statutory duty to secure young people aged 13-19 access to sufficient positive leisure-time activities that improved their wellbeing, and sufficient facilities for such activities. The report set out a range of options, with a provisional recommendation to develop a community led approach, subject to formal consultation. This originally included saving £500k from the youth services budget, but following a resolution at Full Council on 4 February, the required savings were reduced to £250k.

The report stated that the proposals should be robustly scrutinised by the Children's Select Committee. On 28 January the Committee established a task group to respond to the consultation. All non-executive members were invited to express an interest in sitting on the task group and membership was selected as far as possible to achieve a geographical and political balance.

The task group met on six occasions and received written and verbal evidence from elected members, senior officers, youth workers, voluntary and community sector youth groups and young people. It also obtained additional evidence by attending various youth groups throughout the County.

Because the task group's job was to respond to the consultation, it focused on considering the pros and cons of each of the four options proposed to Cabinet. The task group was largely in agreement with the report to Cabinet in concluding that there were significant flaws in Options A, B and C.

Because Option D – a community-led approach – was put forward as the preferred option, the task group placed more emphasis on considering this. However, the task group had significant concerns about the preferred option - Option D – in its current form.

The Committee noted the task group's views that Option D in its current form could lead to:

1. An overall reduction in the provision of positive leisure time activities for young people due to a) the loss of open-access youth work, and b) the swallowing-up of the proposed new area board funding for youth activities
2. A less coherent offer of positive activities that did not meet the needs of all young people in Wiltshire, particularly those from vulnerable groups;
3. A reduction in capacity for developing new YAGs, supporting existing YAGs and a consequent reduction in young people's ability to shape the services in their communities;
4. A significant negative impact on those VCS youth groups that currently relied on the support and advice of the Integrated Youth Service to operate effectively;
5. A reduction in young people's ability to access supportive relationships with trained youth workers;
6. A reduction in the preventative work currently being done by youth workers and a consequent increase in later interventions once the young person had reached a higher level of need, with the potential for significant long-term impacts on the young person, their community and the public purse.

Having concluded that the task group had significant concerns about all four of the options proposed to Cabinet, it decided to develop a further option called Option D+. This indicative service model was developed in order to demonstrate that the task group's concerns could be addressed while still making the necessary savings from the budgets in scope. Option D+ would provide a named youth worker for every community area, retain youth support worker resource for providing help to the most vulnerable young people and

working with young people with learning difficulties and disabilities. The model would also create youth worker apprenticeship opportunities for nine young people and would still leave £365,100 to be allocated to area boards to spend on positive leisure time activities for young people in their community areas.

The task group considered that Option D+ demonstrated that the necessary budget savings could be achieved whilst still

- retaining an effective council youth service that undertook preventative youth work and coordinated and commissioned youth work across the community areas.
- developing the voluntary and community sector's role and enhancing local accountability by devolving a significant amount of money to area boards for spending solely on youth work provision.
- creating employment and training opportunities for apprentice youth workers.

In answer to Members' questions, it was stressed that, under the indicative model, although youth groups would not have their own dedicated professional youth worker, the provision of a fully trained youth worker would be available when needed for advice from within their community area. This arrangement would also mean that area boards would have money available for youth schemes which was not available at present.

Resolved:

- 1. To endorse the task group's report and refer it to Cabinet as the Children's Select Committee's response to the consultation on positive leisure time activities for young people, with the report being included in the Cabinet agenda papers when it takes its final decision on 15th May 2014, subject to the following amendment to the task group's recommendation 5:**

"The Cabinet considers adopting the principals behind Option D+ (set out in Appendix 2), which is an indicative delivery model that achieves the necessary savings from the budgets in scope and addresses the weaknesses of Option D set out under Recommendation 4."

2. To receive a written response from the Cabinet Member for Children's Services at the Committee's next meeting on 3rd June 2014.

34 **Urgent Items**

There were no items of urgent business.

35 **Date of Next Meeting**

Resolved:

To note that the next scheduled meeting would be held on Tuesday 3 June 2014, to be held in the Kennet Room at County Hall, Trowbridge, starting at 10.30am.

(Duration of meeting: 2.00 - 3.05 pm)

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

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CHILDREN'S SELECT COMMITTEE

DRAFT MINUTES OF THE CHILDREN'S SELECT COMMITTEE MEETING HELD ON 3 JUNE 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Pat Aves, Mr Ken Brough, Cllr Mary Champion, Miss Tracy Cornelius, Cllr Christine Crisp, Cllr Stewart Dobson (Substitute), Cllr Sue Evans, Mr J Hawkins, Cllr Jon Hubbard, Cllr Simon Jacobs, Cllr Jacqui Lay, Cllr Helen Osborn, Mrs Lynne Swainston and Cllr Philip Whalley

Also Present:

Cllr Simon Killane and Cllr Laura Mayes

36 Election of Chairman

Resolved:

To elect Cllr Jon Hubbard as Chairman for the ensuing year.

Cllr Jon Hubbard in the Chair

37 Election of Vice-Chairman

Resolved:

To elect Cllr Jacqui Lay as Vice-Chairman for the ensuing year.

38 Apologies

Apologies for absence were received from Miss Sarah Busby, Cllr Mary Douglas (who was substituted by Cllr Stewart Dobson), Cllr Richard Gamble, Cllr Chris Hurst, Revd Alice Kemp, Cllr Alan MacRae, Cllr Bill Moss, Cllr Ricky Rogers and Dr Mike Thompson.

39 Minutes of the Previous Meeting

Resolved:

To approve and sign the minutes of the previous meeting held on 29 April 2014 as a correct record, subject to the inclusion of apologies received from Miss Tracy Cornelius.

40 **Declarations of Interest**

There were no declarations of interest.

41 **Chairman's Announcements**

The Chairman made the following announcements:-

- (a) **Wiltshire's Friary Doorstep Sports Club** On 2 April 2014, the Friary Doorstep Sports Club won the accolade of 'Most Innovative Doorstep Sports Club' at the Street Games National Awards at Warwick University. The project delivered weekly sports sessions to young people aged 13-25 in the heart of the Friary Estate in Salisbury. Over the previous six months, the project had worked with 30 young people who previously could not access community based sports programmes. Sports delivered included football, touch rugby and street dance.

The project was part of a national programme to deliver 1,000 Doorstep sports clubs across the country in communities considered to be amongst the most deprived in the UK and received funding through the Street Games network. Following Wiltshire's success with the Friary project, funding had now been allocated to start up additional doorstep clubs in Chippenham and Trowbridge. Further information was available from Daniel Geeson, Sports Development Officer. Members of the Committee requested the Clerk to convey their congratulations and best wishes to Daniel Geeson.

- (b) **Meeting with Cabinet Members and Directors** The Chairmen and Vice-Chairmen of the Overview & Scrutiny Management Committee and the three select Committees would shortly be meeting with the appropriate executive members and directors. The purpose of these meetings would be to ensure that the O&S work programme was aligned with executive priorities and was as forward looking as possible. The Committee would be updated on the results of this meeting in due course. Members were requested to contact either the Chairman or the Senior Scrutiny Officer should they have any issues they considered the Committee or the executive should be looking at.
- (c) **Pre-meeting Information briefings** The Chairman reminded the Committee that pre-information briefings were held immediately before each Committee meeting and were open to all members of the Committee and also to substitute members. These briefing sessions were proving to

be very useful and frequently acted as an introduction to a major item on the agenda for the subsequent meeting.

42 Public Participation

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

43 Early Help Strategy 2014-17 and draft Early Help Improvement Plan

The Chairman reminded the meeting that in December 2013 the Committee received the draft Early Help Strategy 2013-17 which was at that stage out for consultation. The Strategy set out the Council's proposals for Wiltshire's early help offer, including what it currently did, the desired improved outcomes for children and young people and the priority objectives to achieve this.

Having considered the draft Strategy in December 2013, the Committee asked to receive the final Strategy and draft implementation plan at a future meeting.

The Committee was now being asked to consider the final version of the Early Help Strategy 2014-17 and the Wiltshire Safeguarding Children Board (WSCB) and Children's trust draft joint Early Help Improvement Plan.

It was noted that the five objectives of the Strategy had been designed to ensure a coordinated approach in meeting this vision; they were as follows:-

- (1) Getting the best start in life.
- (2) Gaining the skills required to begin school.
- (3) Being ready for adult life.
- (4) Developing a family-based approach to early help.
- (5) Developing effective structures and processes to access early help – including developing an Early Help Offer.

It was explained that an Early Help Improvement Plan had been drafted and, for each objective, key priorities for action had been identified. In addition, a draft Early Help Dataset had been developed which would be the key tool for monitoring effectiveness and impact of the Early Help activities. These drafts were currently under review by the Wiltshire Early Intervention Sub-group.

The Committee thereupon examined the five objectives and made the following points:-

- Objective 1: Ensuring the best start in life – 15 hours free childcare for disadvantaged 2 year olds should be promoted with appropriate provision across the County. Members asked if the number of eligible children had been calculated and were informed that 40% of the September 2013 cohort was eligible.

- There was a need for regular updated statistics to be provided which would demonstrate the level of improvement in the services provided.
- It was noted that about 1,100 additional children were likely to be arriving in Wiltshire in the next three to four years as part of the increased military presence in Wiltshire and that the Leader of the Council was seeking additional financial support to cope with these increasing numbers of children. However, it was pointed out that not all of these children would require early years help.

After further discussion,

Resolved:

- (1) To note the contents of the Early Help Strategy 2014-17 and the draft Early Help Improvement Plan.**
- (2) To recommend to the Overview & Scrutiny Management Committee that a Task Group be set up to look at how the Committee could effectively monitor delivery of the Strategy and, subject to that Committee's agreement:**
 - (a) To agree that the Chairman and Vice-Chairman, in consultation with the Senior Scrutiny Officer, draw up the terms of reference of the Task Group.**
 - (b) To invite all backbench Members of the Council to indicate if they were willing to serve on this Task Group.**

44 Executive Response to the Final Report of the Positive Leisure Time Activities for Young People Task Group

The Committee received a report by the Cabinet Member for Children's Services setting out her response to the Final Report of the Positive Leisure Time Activities for Young People Task Group.

The task group's final report was endorsed with one amendment by the Committee on 29 April. It was then referred to Cabinet, who took the final decision on this matter at an extraordinary meeting on 15 May 2014, when it resolved to:

- "i) Adopt the key principles for a new operating model as set out in the report;
- ii) Authorise implementation of the community-led model for youth activities to increase the opportunities for young people's involvement and engagement;

iii) Approve that the community-led operating model for youth activities maximises the amount of funding available to community area boards and local coordination;

iv) Delegate authority to Councillor Laura Mayes, Cabinet Member for Children's Services and senior officers to develop and implement the new operating model, taking account of i)-iii) above and the recommendations of the scrutiny task group."

Having noted the decision of Cabinet and the Cabinet Member's response to the task group's final report, the following points were raised:-

- The Committee was delighted that so many young people had shown an interest in this matter and had put forward their views. The Committee also noted with pleasure the valuable contribution made by Kaylum House, the children & young people's representative on the Committee, at meetings of the task group.
- The Chairman expressed his disappointment at the wording of the response regarding the costing that the task group put forward because the numbers used were provided and validated by Officers. It was considered that the response that the costing figures were 'unrealistic' undermined the work of the task group.

Cllr Laura Mayes responded and apologised for the negative connotations which were not intended and agreed to amend the wording to reflect this. She also explained that the response did not indicate that the costing was incorrect but rather that the role of the new posts of Community Youth Officer was more complex than the current posts of Youth Worker and required a higher salary.

- Members suggested that Area Boards should have the option of employing youth workers that were about to be made redundant or to have the option of providing the funding for a youth worker to remain centrally employed for their area. It was pointed out that this would not be possible as the new policy adopted by Cabinet did not allow for the employment of youth workers centrally. The redundancy process had already commenced with staff leaving at the end of September 2014.

The transition arrangements were being finalised and would be available shortly.

Resolved:

- (1) **To note the Cabinet Member's response to the Final Report of the Positive Leisure Time Activities for Young People Task Group.**

- (2) To request that the Positive Leisure Time Activities for Young People Task Group examine the proposed communication to the Area Boards prior to it being circulated.
- (3) To request the Chairman and Vice-Chairman consider the inclusion of youth work into the terms of reference of the Early Help Task Group when they set that Task Group's terms of reference.

45 Task Group Update

The Select Committee received an update on the activity of the following Task Groups:-

- Education for 16-19s Task Group
- Safeguarding Children and Young People Task Group
- Schools and the Local Authority Task Group
- SEND (Special Educational Needs and Disabilities) Task Group

Resolved:

- (1) To note the update on Task Group activity provided.
- (2) To agree that the Education for 16-19s Task Group would pause activity until September 2014, when the situation would be reassessed.
- (3) To note that Cllr Sheila Parker and Cllr Horace Prickett had taken up portfolio holder positions and were therefore no longer members of the Schools and the Local Authority Task Group.
- (4) To appoint Cllr Gordon King as a member of the Schools and the Local Authority Task Group.

46 Coalition Changes - Update from Department for Education

The Committee received and noted a report by Carolyn Godfrey, Corporate Director, on developments relating to children's services arising from the Coalition Government as follows:-

- The Children and families Act 2014, which would take forward the Coalition Government's commitment to improve services for vulnerable

children and support strong families, had just received royal assent. The Act reinforced wider reforms to ensure that all children and young people could succeed, no matter what their background. **(A summary of the 2013 Bill that informed the Act is attached to these minutes as Appendix 1.)**

- Reformed GCSE and A level content
- Safeguarding guidance for schools and colleges
- Careers guidance – Cllr Simon Jacobs informed the Committee about a pilot scheme on mentoring and work experience which had been working well in Devizes in association with Devizes School. A pre-meeting information briefing on how the scheme worked could be arranged and members warmly commended this initiative.
- School funding
- School accountability
- Headteacher standards review
- Priority school building programme (PSBP)
- Academies update

Resolved:

- (1) To note the update provided.**
- (2) To agree that a pre-meeting information briefing on the Children and Families Act 2014 be held at 9.30am, immediately before the next meeting of the Committee.**

47 Forward Work Programme

The Committee received a document showing the relevant items from the overview and scrutiny forward work programme.

Resolved:

- (1) To note the contents of the Forward Work Programme for this Committee.**

- (2) To encourage members of the Committee to inform the Chairman, Vice-Chairman or Senior Scrutiny Officer of any additional items they might consider should be included in the Forward Work Programme.**

48 Date of Next Meeting

The Committee noted that the next scheduled meeting of the Committee was due to be held on Tuesday 5 August 2014 in the Kennet Room at County Hall, Trowbridge, starting at 10.30am.

However, it was pointed out that the following members and officers would not be able to attend a meeting on that date due to holiday and other commitments:-

Cllr Laura Mayes; Carolyn Godfrey, Corporate Director; Mr John Hawkins; Mrs Lynne Swainston and Miss Tracy Cornelius.

In these circumstances,

Resolved:

To request the Chairman and Vice-Chairman to consider the position and determine when the next meeting should be held.

49 Urgent Items

(Duration of meeting: 10.30 am - 12.30 pm)

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

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Children and Families Bill 2013

The Children and Families Bill takes forward the Coalition Government's commitments to improve services for vulnerable children and support strong families. It underpins wider reforms to ensure that all children and young people can succeed, no matter what their background. The Bill will reform the systems for **adoption, looked after children, family justice** and **special educational needs**. It will encourage growth in the **childcare** sector, introduce a new system of **shared parental leave** and ensure children in England have a strong advocate for their rights.

This is a joint Bill, presented by the Secretary of State for Education and on behalf of the Departments for Business, Innovation and Skills and Work and Pensions and the Ministry of Justice. The Bill's provisions have been developed following several independent reviews and extensive consultation. Many clauses have undergone pre-legislative scrutiny.

Main Provisions

Adoption and Virtual School Head (VSH)

The Government wants to see **more children being adopted by loving families with less delay**. Children wait an average of almost two years between entering care and moving in with an adoptive family. The Bill supports the reforms set out in *An Action Plan for Adoption: Tackling Delay* by:

- promoting **'fostering for adoption'** so that children are placed sooner with the families that are likely to adopt them;
- ensuring that search for a **perfect or partial ethnic match does not become a barrier** to finding a child a parent;
- **improving support for adoptive families**;
- creating a new power for Ministers to **drive an increase in adopter recruitment** by requiring outsourcing if necessary.

We are grateful to the Select Committee on Adoption Legislation which carried out pre-legislative scrutiny of the provisions relating to 'fostering for adoption' and ethnicity.

The Government is committed to **improving life chances for all looked after children**. Their educational attainment, while improving, is not doing so fast enough. We know that a 'virtual school head' (VSH) can have a positive impact on the educational progress of looked after children and so the Bill will require every local authority to have a **'virtual school head' to champion the education of children in the authority's care**, as if they all attended the same school.

Family Justice System

The Government is **reforming the family justice system to help deliver better outcomes for children and families** who go to court after family separation or where children may be taken into care. The reform programme is tackling delays and ensuring that children's best interests are at the heart of decision making. The Bill will implement commitments the Government made in response to the Family Justice Review by:

- introducing a **time limit of 26 weeks** when courts are considering whether a child should be taken into care ensuring that they **focus on the essentials and don't get caught up in unnecessary evidence or bureaucratic delay**;
- sending a **clear message to separated parents that courts will start from the presumption that both should be involved in their children's lives** where that is safe and consistent with the child's welfare;
- introducing new 'child arrangement orders' which **will focus parents on the child's needs rather than their own 'rights'** and making sure more families have the **opportunity to try mediation** before applying to court.

We are grateful to the Justice Select Committee for its pre-legislative scrutiny of this part of the Bill.

Special Educational Needs (SEN)

The Government is **transforming the system for children and young people with special educational needs (SEN), including those who are disabled, so that services consistently support the best outcomes** for them. The Bill will extend the SEN system from birth to 25, giving children, young people and their parents greater control and choice in decisions and ensuring needs are properly met. It takes forward the reform programme set out in *Support and aspiration: A new approach to special educational needs and disability: Progress and next steps* by:

- replacing statements and learning difficulty assessments with a **new birth- to-25 Education, Health and Care Plan**, extending rights and protections to young people in further education and training and offering families **personal budgets** so that they have more control over the support they need;
- improving **cooperation between all the services that support children and their families** and particularly requiring local authorities and health authorities to work together;
- requiring local authorities to **involve children, young people and parents** in reviewing and developing provision for those with special educational needs and to publish a **'local offer' of support**.

We are grateful to the Education Select Committee for its pre-legislative scrutiny of these clauses.

Childcare

The Government is **reforming childcare to ensure the whole system focuses on providing safe, high-quality care and early education** for children. The enabling measures in the Bill support wider reforms to substantially increase the supply of high quality, affordable and available childcare and include:

- introducing **childminder agencies** to help more childminders into the market and offer greater support and quality assurance;
- removing bureaucracy so that it is easier for schools to offer **'wrap-around' care**.

On 29 January 2013, the Government published *More great childcare* which sets out a plan of action for how this Government will achieve its vision of a dynamic childcare market, delivering high quality early education and childcare. The childcare commission will report shortly.

Office of the Children's Commissioner (OCC)

The Government wants to make sure that the **Children's Commissioner can act as a strong advocate for children**, helping to embed a culture where children's rights and interests are duly recognised. The Bill will help improve the Children's Commissioner's effectiveness, taking forward recommendations in John Dunford's *Review of the Office of the Children's Commissioner* including:

- giving the Commissioner a **statutory remit to 'promote and protect children's rights'**;
- introducing changes to make the Commissioner **more independent from Government**.

We are grateful to the Joint Committee on Human Rights for its pre-legislative scrutiny of these clauses.

Shared Parental Leave and Flexible Working

The Government is committed to encouraging the full involvement of both parents from the earliest stages of pregnancy, including by **promoting a system of shared parental leave**, and to **extending the right to request flexible working to all employees**. These reforms will help create a truly family friendly society and support economic growth by making working arrangements work better for modern life. The Bill will implement the commitments in the Government's response (November 2012) to the *Modern Workplaces* consultation by:

- enabling working **mothers and fathers to share parental leave** when a baby is born;
- allowing **prospective parents to take more time off to attend antenatal appointments**;
- bringing the **leave and pay entitlements for adopters** more closely into line with what is available to birth parents.

For more information see *Children and Families Bill 2013: Contextual Information and Responses to Pre-Legislative Scrutiny* at: www.education.gov.uk/childrenandfamiliesbill

HEALTH SELECT COMMITTEE

MINUTES OF THE HEALTH SELECT COMMITTEE MEETING HELD ON 6 MAY 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Mary Champion, Christine Crisp (Chair), Cllr Mary Douglas, Cllr Sue Evans (Substitute), Diane Gooch, Cllr David Jenkins (Substitute), Cllr Bob Jones MBE, Cllr John Noeken (Vice Chairman), Cllr Jeff Osborn, Cllr Nina Phillips, Cllr Ricky Rogers, Brian Warwick and Steve Wheeler

Also Present:

Cllr Keith Humphries, Cllr Simon Killane and Cllr Sheila Parker

34 **Apologies**

Apologies were received from Cllr King, Cllr McKeown and Cllr Ridout.

Cllr Jenkins substituted for Cllr King.

Cllr Parker remains on the committee until officially appointed as Portfolio for Adult Care, however as she had started work on her portfolio and was presenting a report to committee she was substituted by Cllr Sue Evans.

35 **Minutes of the Previous Meeting**

The minutes of the previous meeting held on 11 March 2014 were presented.

Resolved:

To sign and agree the minutes of the previous meeting as a true and accurate record.

36 **Declarations of Interest**

Mr Brian Warwick declared an interest in agenda items 8 and 10, and declared his wish to speak. The Committee noted the standing declarations made by members at previous meetings.

37 Chairman's Announcements

CQC priority bands update

In the latest CQC priority bands for inspection circulated to the Committee recently, RUH was in the 'recently inspected' category. It has now been confirmed in band 6, the lowest risk band, so all 3 of our acute hospitals are now in band 6.

Invitation to visit Harmoni call centre

4 members of the Committee met with Harmoni on 23 April to discuss the NHS 111 service. As a result of this they have extended an invitation to the Committee to visit their call centre at Stoke Gifford to see it in action. 3 dates have been proposed, on 10th, 11th and 12th June between 6pm and 8pm when the call centre would expect to be busy. Any member who would like to attend is asked to complete the list circulated at the meeting.

Joint HOSC for SWAS

On 11 April, the Council hosted a meeting of the joint HOSC for the South Western Ambulance Service. The ambulance service presented reports on the Trust's activity and performance, national ambulance quality indicators and hospital handovers, which were discussed by the Committee. Cllr Colin Hay from Gloucester County Council was elected as the new chairman and the next meeting, date to be agreed, will be in Gloucester.

Sub Group of the multi-agency Cabinet Transformation Committee

The Cabinet Transformation Committee now has a health sub group, the Committee will be kept up to date with their work and alerted with anything of interest.

Cllr Sheila Parker

Sheila Parker remains a member of the Committee until officially appointed as Portfolio holder for Adult Care. However she has already started work on her portfolio and so will be presenting a paper to the Committee today.

38 Public Participation

There were no questions submitted to the Committee and no members of the public expressed a desire to speak.

39a Performance report on NHS 111

The Committee welcomed Patrick Mulcahy, Associate Director of Commissioning for Urgent Care who presented the report, noting that there were three areas of concern:-

- Ambulance disposition rate
- Activity sent to Accident and Emergency
- Warm transfer rate

Although slight improved had been seen there were still concerns, mainly seen at weekends.

The ambulance disposition rate was seen to rise on Saturdays and Sundays, where the increase in activity to the ambulance trust was causing them issues. Activity sent to Accident and Emergency was in breach of the 5% target.

He noted that Harmoni had just come through a difficult staff consultation on realignment which had resulted in a number of staff leaving. It had been a difficult launch to the contract, however the KPI holiday had now ended and the CCG were now in a position to apply financial penalties if required.

The Committee asked for clarification on the realignment consultation and it was explained that the peaks in activities did not align with the shift patterns. Staff had been consulted with regards to new patterns, and it was presumed that staff had left as the new shift patterns did not suit them, meaning staff numbers were lower than expected, and they would be recruiting.

The Committee commented that it was not a satisfactory position and Mr Mulcahy explained it was a consequence of the nature of the contract, noting that the potential to implement financial penalties now available may focus Harmoni to improve their performance. At busy times calls are re-routed to 'Conduit', an approved NHS contractor based in Milton Keynes, trained on Care UK's clinical systems. The Healthcare professional line was also available as a back-up.

The Committee hoped that improvements would be seen in the coming months as a result of the new shift pattern and new staff that had started. It noted a disconnect with weekend referrals which required all partners to work together to address. The CCG confirmed that they were working on a 7 day practice through enhanced general practices predominantly in towns. There was a need to understand why there were queues in hospitals on Saturdays and Sundays which required further investigation.

The Committee asked Mr Mulcahy to comment on the graph seen on page 19 of the agenda which detailed the performance of NHS 111 callers referred to A&E. It was his view that acuity levels had increased and this view was supported by A & E colleagues. He noted a data issue which meant that A&E referrals could not be separated from minor injuries unit referrals. Harmoni had been asked to rectify this.

The CCG were working with colleagues to understand whether patients were being sent to A&E due to gaps in provision elsewhere. If identified these would be addressed strategically.

The Committee thanked Mr Mulcahy for attending and asked for a further update to be brought to the next meeting.

Resolved:

The Committee noted the performance report on NHS 111.

39b Meeting with Harmoni re NHS 111

Cllr Noeken noted the meeting held on 23 April between Harmoni and members which had provided a good understanding on how Harmoni were moving forward.

The Committee hoped to see the positive impact of changes during their visit to a call centre which would take place between 10–12 June 2014.

40 Development of the Bath, Bristol and Weston Vascular Network - recommended model of care for approval

The Committee welcomed Lou Farbus, Steve Sylvester and Debbie Hart from NHS England, Marcus Brooks – Consultant Vascular Surgeon, University hospital, Bristol and Jonathan Earnshaw – Consultant Vascular Surgeon, Cheltenham General Hospital.

Dr Farbus showed the Committee a short video which summarised the local case for change and what is being proposed, a link to which can be found below:

<http://www.england.nhs.uk/south/south/bnsssgat/vascular-services/>

She introduced the report which explained that the population of Wiltshire was served by three vascular networks – the Dorset Vascular Network, The Gloucestershire and Swindon Vascular Network and the Bath, Bristol and Weston Vascular Network. The report related to proposed changes to the Bath, Bristol and Weston Vascular Network.

The proposal was to improve outcomes for vascular patients by commissioning a ‘hub and spoke’ model of care that concentrated in-patient vascular surgery in an arterial centre. The hub for the Bath, Bristol and Weston Vascular network was a new state of the art arterial surgical hub being built at Southmead, Bristol. All other vascular diagnostic, day case surgery and outpatient care would still

be kept in local 'spoke' services, as currently. The proposal allowed the vascular services currently providing support for people from Bristol, North Somerset, parts of Somerset, South Gloucestershire, parts of Wiltshire and Bath and North East Somerset (BANES) to work together as a network to jointly meet the criteria outlined in the national service specification that is to be implemented across England in a way that is safe, sustainable and increases access to centre level care for some people.

The Committee heard that the proposal was supported by the CCG, with discussions over how local provision was retained, and local GP's were involved with pathway development.

Dr Rowlands, Chair of the CCG explained that the proviso that local pathways are developed that GPs can support.

In response to questions it was confirmed that current there were mixed outpatient clinics at RUN, however they would be keeping a purely vascular clinic at a location yet to be determined. Although it was clear on a national level that the direction was moving to a 7 day service, this was currently not commissioned and the proposal was Monday to Friday. A decision had to be made on how surgeons were used during work, under current funding arrangements it did not allow weekend clinics although surgeons were on call at weekends. The Committee noted that provision of a full 7 day service was a direction of travel they would like to see.

The Committee highlighted concerns over travel and also if any thought had been given to carers and relatives. It was explained that at a public consultation event where the majority of people had come from Wiltshire and all but 5 of the public were either patients or carers, they had indicated that they would be prepared to travel up to an hour for an outpatient appointment and up to 90 minutes for surgery. A new non-emergency patient transport service, provided by Arriva, was available, which was a shared service with BANES. Feedback on the service had not been positive and plans were in place to meet with Arriva and review. The trust now reviewed transport protocols across the whole area.

The Committee questioned the breadth of the public consultation and whether recent patients and national charities had been involved. The proposals were based on the national service specification and therefore the consultation process was in two parts, the national aspect which did involve charities and the local impact which included local patients.

The Committee asked whether accommodation and support for families was part of the proposal and heard that NHS England would seek support for the concept and points such as these would be addressed at the delivery level.

The Committee noted that, based on current figures, an additional outpatient facility was required in Wiltshire. It was agreed that this would be provided, its

exact location to be confirmed. As a result, it was agreed that point 5 in the report's recommendations should be amended to read:

Consider that arrangements for outpatient and day case surgery will remain as currently, with the additional of an extra outpatient facility, to enable as much care as is safe and appropriate to be provided in 'spoke' vascular services at various sites closer to people's homes;

Resolved:

The Committee:

- 1. Considered the evidence based improvements in patient outcomes the new model of care being offered by the Bath, Bristol and Weston Vascular Network is able to deliver;**
- 2. Considered the likely impact of the proposed model (to concentrate in-patient surgery at the new Southmead hospital as opposed to Royal United Hospital in Bath, the old Southmead and Bristol Royal Infirmary Hospitals as currently) upon some Wiltshire residents had been kept to a minimum as only some in-patient surgery was being concentrated at Bristol to provide some Wiltshire residents with a full 24/7 service whilst all other vascular support (outpatient, day case surgery etc.) will remain at Royal United Hospital, Bath (RUH) as currently. Moreover a proportion of people from Wiltshire already need to go to Bristol for their vascular surgery as the service at RUH is only available during working hours, Monday to Friday. In addition, the people from Wiltshire can access two further vascular networks: The Gloucestershire and Swindon Vascular Network and the Dorset Vascular Network which were summarised in the report for information;**
- 3. Considered the increased access to centre level in-patient vascular surgery for Wiltshire patients from 5pm provision, Monday to Friday as currently to 24/7, 365 days in the future;**
- 4. Considered the support and involvement of local clinical leaders, patients, carers and members of the public in developing the recommended model of care**
- 5. Considered that arrangements for outpatient and day case surgery will remain as currently, with the additional of an extra outpatient facility, to enable as much care as is safe and appropriate to be provided in 'spoke' vascular services at various sites closer to people's homes;**

6. **Considered that the dedicated vascular hybrid vascular theatre and 42 bed dedicated vascular ward that the new Southmead hospital will provide;**
7. **Noted the consideration that had been given to protecting the financial stability of Trusts and future development of vascular services; and**
8. **Endorsed the implementation of the proposal to move to a more elective and emergency vascular surgery to the new arterial centre in Bristol starting in the autumn of 2014.**

Jonathan Earnshaw, Consultant Vascular Surgeon at Cheltenham General Hospital provided an update on the Gloucester and Swindon Vascular Network. They had planned and moved to a single centre based in Cheltenham in February 2014, with spoke sites in Gloucester and Swindon. He noted both good points and difficulties with the move.

The Committee asked what some of the difficulties had been and he explained that demand had been underestimated with a large number of patients coming from Swindon. Waiting times for outpatients were also a concern.

Mr Earnshaw agreed that their support for families was poor and he would report back the Committee's comments regarding greater support for families and carers.

Steve Sylvester from NHS England provided an update on the Dorset Vascular Network in the absence of a representative. The network covered part of the south of the county including Salisbury, and had a staged plan for the emergency pathways. The CCG would like to see a local focus running through the pathways.

He confirmed that he would take back the Committee's comments regarding the support for families and carers.

41 **Contenance Services Task Group - final report**

Cllr Jeff Osborn, the chairman of the task group, presented the task group's final report and recommendations to the Committee.

He noted that incontinence was the second highest reason for people going into care, after dementia. It was an issue of human dignity – a hidden embarrassing problem.

Medequip currently ran the service and whilst the initial transfer had not been handled well most problems had been resolved within eight weeks and currently there were few complaints about deliveries.

The task group found that there was not sufficient choice in provision, which was a result of cost. The recommendations were focussed around commissioning, which was the joint responsibility of the CCG and Wiltshire Council.

The Committee heard that there had been mistakes made on decisions around the services, with no real public consultation. There was an apparent lack of concern regarding dignity, no account of personal needs and no understanding of the social and personal impact. The delivery service of 8 weeks was questioned, being not practical for some users, especially those in sheltered accommodation.

A motion to amend the third recommendation seen in the report, adding the words 'by the task group' to read:

- c) That the home delivery service of incontinence products is reviewed by the task group after 6 months to assess progress made

was seconded and agreed.

Concern was raised that health and social care plans mentioned in paragraph 17 of the report were separate. Attention was also drawn to the 'false economy' mentioned in paragraph 56; this would be addressed by the joint commissioners.

The Committee heard that incontinence could also be linked to increased risk of pressure ulcers.

Cllr Keith Humphries, Cabinet member for Public Health, Protection Services, Adult Care and Housing (excluding strategic housing) addressed the Committee and gave his thanks for the comprehensive report which had raised grave concerns. He explained his intention to bring all parties involved together to work towards a better solution. These intentions were echoed by Dr Rowlands from the CCG.

Mr Wheeler, Healthwatch representative, stated he would take the report to their meeting next week and ask for their support for the recommendations.

An update would be brought to the July meeting on future plans for the service.

Resolved:

The Committee agreed:

- 1. That the joint commissioners re-evaluate the home delivery service of incontinence products currently being offered, taking into consideration the issues raised above;**

2. That the task group meets with Wiltshire Clinical Commissioning Group to discuss their findings

3. That the home delivery service of incontinence products is reviewed by the task group after 6 months to assess progress made

42 Wiltshire figures for delayed transfer to care

The Committee welcomed Cllr Humphries who presented the report, noting it was a complicated issue and explained that the figures were used to identify trends.

James Cawley, Associate Director – Adult Care Commissioning, Safeguarding and Housing then addressed the Committee. When asked if a future report could contain a comparison with neighbours he explained that each community was with different cultures, and what was working in one community may not be appropriate to use in others.

Improvement had been seen in the overall figures for 3 months however this was not going down as fast as was wanted. The Better Care plan would help address this, and there was ongoing work on both systems and culture. An external provider had been engaged to work with teams in the south of the county to look at culture change, and how to avoid a 'blame culture' at a local level. The systems thinking team were looking at how the systems work within the Salisbury Hospitals Foundation Trust, to bring the culture and systems together.

He noted that there were three CCG locality groups each with their own ideas, giving three pathways around three different communities. There would be more work around the Better Care plan, for example the review of the STARR bed system and a 25% in the delayed transfer to care figures had to be achieved in the next two years. The Committee's input would be welcomed throughout the process.

Dr Rowlands from the CCG noted that hospital avoidance would also be looked at, to support more people at home.

Although health and social care were not yet joined, Dr Rowlands recognised that joint funding was the way forward, meaning problems were addressed together.

The Committee queried the role that community hospitals could play and Dr Rowlands confirmed there was no intention to open community hospitals other than those existing. The same level of care could be provided in care and nursing homes closer to patient's homes. Data had shown that length of stays had been no shorter in Trowbridge Community Hospital than it was in RUH.

Mr Cawley confirmed that there was no issue with the Salisbury Foundation Trust not reporting delayed days weekly as stated in paragraph 18c of the report.

The Committee welcomed the work being done to address cultural issues. It noted the need for discharge nurse and care co-ordinators to be joined into the integration agenda, and gave Mr Cawley and his team every support. With regard to the layout of the report it asked that in future versions the charts were made bigger

Resolved:

The Committee:

- 1. Noted the report; and**
- 2. Gave its full support to the work Mr Cawley and his team were undertaking in this area.**

43 Older People Accommodation Development Strategy - update

Councillor Keith Humphries presented the report which provided an update on the progress of the implementation of the Older People Accommodation Development Strategy.

He drew attention to the new bungalow project which had funding of £2 million per year over the next 10 years. This project would build old peoples bungalows in rural villages, allowing older people to stay within their communities. This could potentially release larger family homes and provide possible carer employment within the community. There would be a basic design which would be modified around the communities and would be quickly built using a modular 2D / 3D system, subject to the relevant planning consent.

The Committee asked whether these would be sheltered accommodation and who would own them. It was explained these would not be sheltered accommodation but council owned with affordable rent, clustered in small rural communities. A different approach could be taken with having care contracts linked to clusters, possibly including tied houses for care workers, thereby linking communities and care into the rural location.

The first ten sites had been identified; – a site in Malmesbury was already started and money had been allocated to another in Devizes.

Cllr Rogers noted that he was not aware of the scheme planned for the Fugglestone Red development mentioned in paragraph 26. It was agreed that a briefing would be arranged.

Resolved:

The Committee noted the progress of the Older People's Accommodation Development Strategy.

44 Mental Health Strategy - update

Cllr Parker, Portfolio Holder for Adult Care, including Learning Disability and Mental Health presented an update to the Committee on the work of Public Health to produce a joint Mental Health Strategy for the county with the Clinical Commissioning Group.

The Committee noted the lack of mental health beds and the importance of having beds in communities, highlighting these must be in the right place.

Resolved:

The Committee noted the report.

45 CQC inspection of AWP - 9 June 2014

The Chairman drew attention to the letter seen at pages 83-84 of the agenda, which provided details of their inspection programme for April – June 2014. In Wiltshire one organisation, the Avon and Wiltshire Mental Health Partnership NHS Foundation Trust would be inspected, starting from 9 June. Any feedback relevant to the quality of care provided by AWP and any of the services it provides could be shared with the CQC by emailing mhinspection@cqc.org.uk with the subject line: Avon & Wiltshire Mental Health Partnership NHS Foundation Trust Q1 Mental Health Inspections.

The Committee raised concern over the Charterhouse facility in Trowbridge which had been closed as a temporary measure due to the building being not fit for purpose.

Resolved:

The Committee agreed to raise the issue of the requirement for additional mental health beds with the inspectors.

46 Committee Membership

The Chairman noted that Brian Warwick's new appointment to become Chairman of the steering group on Older People's Strategy meant he would be stepping down as a member of the Health Select Committee. The Southwest Seniors Network, of which Mr Warwick was the Chairman, would hold their AGM in September, at which they would appoint a new representative.

The Committee thanked Brian for his long term service and wealth of knowledge.

In reviewing the non-voting stakeholder membership of the committee it was suggested that an additional non-voting stakeholder, Swan Advocacy be invited to join the Committee.

Resolved:

To proposed to Council the following non-voting stakeholder membership:

Wiltshire Healthwatch – Steve Wheeler
Wiltshire and Swindon Users’ Network – Diane Gooch
SWAN Advocacy – Irene Kohler
Southwest Seniors Network - TBC

47 Task Group Update

Transfers to Care Task Group

Due to the resignation of two members of the Task Group, an invitation for additional members was extended.

Avon and Wiltshire Mental Health Partnership / Dementia services

Cllr Noeken highlighted the excellent meeting held at the beginning of March in Salisbury with a carer’s group. The dementia strategy consultation had slightly overtaken other work, and they awaited the outcome of the consultation.

Help to Live at Home Task Group

The inaugural meeting of the Help to Live at Home Task Group is to be arranged shortly, once the report from the peer review of Help to Live at Home is received.

The Committee heard that the number shown on the back of the pamphlet – 0300 456 6011 may not be working correctly and needed checking, which the task group would address.

The Chairman congratulated the Continence Services task group on its work and final report, minute no. 41 referred.

48 Forward Work Programme

The Committee noted the forward work programme.

49 Urgent Items

Draft responses from the Committee to the Quality Accounts for the South West Ambulance Trust and Salisbury Hospital had been circulated prior to the

meeting. Amendments were agreed and the final responses would be forwarded to the respective providers.

The Committee had not yet received the Quality Accounts from the RUH and GWH.

Resolved:

The Committee agreed that Cllr Noeken would draft a response on the quality accounts for RUH and GWH and circulate to members for comment.

50 **Date of Next Meeting**

The date of the next meeting was confirmed as being Tuesday 15 July 2014, at 10.30am and would be held in the Kennet Room at County Hall, Trowbridge, Wiltshire BA14 8JN.

(Duration of meeting: 10.32 am - 1.00 pm)

The Officer who has produced these minutes is Kirsty Butcher, of Democratic Services, direct line (01225) 713948, e-mail kirsty.butcher@wiltshire.gov.uk

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HEALTH SELECT COMMITTEE

DRAFT MINUTES OF THE HEALTH SELECT COMMITTEE MEETING HELD ON 15 JULY 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Chris Caswill, Cllr Mary Champion, Christine Crisp (Chair), Cllr Mary Douglas, Diane Gooch, Cllr Bob Jones MBE, Cllr Gordon King, Cllr John Knight, Kohler, Cllr Helena McKeown, Cllr Jeff Osborn, Cllr Nina Phillips, Cllr Pip Ridout, Cllr John Walsh and Brian Warwick

Also Present:

James Cawley (WC), Jo Cullen (WWYKD), Christine Graves (Healthwatch), Cllr Alan Hill, Cllr Keith Humphries, David Noyes (CCG), Cllr Sheila Parker and Dr Stephen Rowlands (CCG)

51 Election of Chairman

The Democratic Services Officer sought nominations for Chairman for the 2014/15 municipal year.

Resolved:

Councillor Crisp was elected Chairman of the Health Select Committee for the 2014/15 municipal year.

Councillor Crisp in the Chair

52 Election of Vice-Chairman

The Chairman sought nominations for the position of Vice-Chairman of the Health Select Committee for the 2014/15 municipal year.

Resolved:

Councillor Noeken was elected Vice-Chairman of the Health Select Committee for the 2014/15 municipal year.

53 **Apologies**

Apologies were received from Steve Wheeler – Healthwatch Wiltshire.

The Chairman noted that it was Mr Warwick's last meeting as a committee member.

Cllr Knight, Cllr Walsh and Mrs Irene Kohler were welcomed as committee members.

A query over the suitability of the room was noted.

54 **Minutes of the Previous Meeting**

The minutes of the previous meeting held on 6 May 2014 were presented.

An amendment to minute number 46 – Committee Membership to change the wording of the second sentence to read

'The Southwest Seniors Network, of which Mr Warwick was the Chairman, would hold their AGM in September, at which they would appoint a new representative.'

was agreed.

Resolved:

To sign and agree the minutes of the previous meeting as a true and accurate record, subject to the amendment detailed above.

55 **Declarations of Interest**

Cllr Dr Helena McKeown declared a non-pecuniary interest being a GP, the Vice-Chairman of the Wiltshire Medical Committee and a member of the British Medical Association Council.

Cllr Noeken declared a non-pecuniary interest being a governor of the Salisbury District Hospital Foundation Trust.

Cllr Douglas declared a non-pecuniary interest as her husband worked as a nurse in a stroke ward at a hospital.

Cllr Walsh declared a non-pecuniary interest being the Chairman of South West Mencap.

56 **Chairman's Announcements**

Health Scrutiny Guidance

The Committee heard that the long awaited Local Authority Health Scrutiny Guidance has been published. A report on this will come to the next meeting, and the document circulated to members.

Letter from RUH

A letter from James Scott at the RUH assured the Committee that the hospital had ensured a smooth handover of the maternity services from the GWH. They have also appointed a consultant paediatrician and divisional manager to support the new Women's and Children's Division.

Delayed transfer to care

The DtoC Task Group is now regularly reviewing the DtoC figures and the actions being taken to address them. It was agreed that to avoid duplication the Task Group continue to monitor the monthly reports and for the Committee to receive 6 monthly updates on the figures.

Equity for mental health

From 1 April 2014 patients with mental health conditions have had the same rights as physical health patients to choose where they have their first outpatient appointment. NHS England are seeking feedback on the interim guidance they have produced for commissioners and providers on the new legal right. Guidance produced by NHS England to support patients is to follow.

Police update

Angus Macpherson updated the HWB on several items of interest to the Committee.

Safe Places Scheme:

Organisations such as shops and community centres that sign up to the Safe Places Scheme, provide safe places for people who might be overtaken by sudden memory loss, confusion or panic. A large orange sticker identifies the safe places and their staff are trained to assist vulnerable people. Angus reported that sign up to the scheme was going well.

New worker:

The Police have appointed a Mental Health Liaison Officer to work with other agencies to support the Concordat that is looking to improve the system of care and support so that people experiencing mental health crises are kept safe and helped to find the support they need.

Young people:

In the past there has been criticism in Wiltshire that young people under 18 years of age, who are detained under s136 of the Mental Health Act, have been detained in police cells as there have been no health based place of safety. This has now addressed and accommodation is now provided at Fountains Way

Hospital in Salisbury. In 2013 – 14, all 5 young people detained stayed in a health-based place of safety.

Charging for GP services

Members noted that the Wiltshire Local Medical Committee proposed a motion to their national conference in May. There were 5 parts to the motion and 2 were passed.

The Committee approached the Wiltshire CCG for a comment on their position and the statement provided together with details of the proposed motions can be found on the document circulated at the meeting and attached to these minutes.

The Chairman noted that motions had been put forward at other conferences where more detailed information had been available and if the Committee wished to debate the item it would be at another time when the full facts were available.

Cllr Dr McKeown noted that South West Region Council had put forward different information, meaning members had not been fully informed and requested her objection be minuted.

The Committee agreed that the item be brought to a future meeting.

57 Public Participation

Cllr Caswill stated that as charging for GP services was now coming to a future meeting of the Committee he had no further questions.

There were no further questions or statements received.

58 Performance report on NHS 111

The Committee welcomed Jo Cullen, Group Director for the West Wilts, Yatten Keynell and Devizes (WWYKD) Group who presented the report, noting there were three areas for concern:

- Ambulance Disposition Rate
- Activity sent to Accident and Emergency
- Warm Transfer Rate

Although slight improvements had been seen, it was not as much as had been hoped. The unprecedented unseasonal activity was noted, being as busy as New Years Eve in June. This was a national problem and the CCG were trying to understand the reasons behind it.

Fewer calls were resulting in a 999 call and they were working with Care UK to reduce the number of calls not needed. From April they are able to identify where calls had been advised to visit a minor injuries or day care unit, which provided more data for analysis.

Staffing at the Bristol call centre was still an issue and a weekly recovery plan was in place to ensure sufficient staff were in place.

In response to questions Ms Cullen confirmed that a disproportionate amount of time was spent with the provider to address issues. Activity was increasing on the preventative medical advice line. Financial penalties were being imposed which would take effect in August. It was not yet known what had caused the increased activity.

The Committee noted that their visit to Care UK in June had shown a fluid well run organisation. The whole picture was not seen in the report, and the context of the lack of money available for an out of hours GP service, the aging population in Wiltshire and fewer inpatient beds was noted. Concern was raised about the oncoming winter. It was agreed that a report detailing the broader picture be brought to the November meeting and Care UK be invited to the meeting.

Resolved:

The Committee noted the report.

59 Contenance Services Task Group Report

59a Executive response to the task group report

Cllr Humphries thanked the task group for bringing it to his attention and confirmed a meeting was being set up with the partners involved in the NHS Contenance services. He hoped not just for improvement but to ensure that improvements were sustained in the future.

59b Report back from Task Group meeting with CCG

Cllr Osborn thanked the CCG for a productive meeting and noted that the report brought to the meeting by the CCG mirrored the concerns raised by the task group. The CCG would take their report to their Clinical Executive Board being held on 22 July, and would report back after the meeting.

The task group would look at the issue again to ensure that improvements were delivered.

60 Final Draft Dementia Strategy

Cllr Parker, Portfolio Holder for Adult Care, including Learning Disability and Mental Health presented the draft dementia strategy to the Committee. She explained that it set the strategic direction for the next seven years with an aim to treat people as individuals with access to the right care and support at the right time.

A public consultation had been held from 20 February 2014 till 19 May 2014. Over 100 responses had been received which were analysed and used to review and amend the strategy. The action plan which provided the detail around the strategy had been passed to the Task Group for their feedback. The strategy was due to go before the CCG on 22 July before being signed off by the Health and Wellbeing Board at their meeting on 31 July 2014. The action plan needed to be signed off by both Cabinet and the CCG's Clinical Group Governing Body.

The following KPI proposals were made for consideration:

- Urgent assessment by social care
- Responsiveness regarding respite care
- What is 'specialist consultancy' and suggest the time taken for this
- Dementia aware practitioners in and out of hours
- Time taken for a Continuing Health Care Assessment to be done
- Urgency assessment by complex intervention and Therapy Team
- Out of hours social care Emergency Duty Service
- Weeks of wait to assessment in memory clinic

Mr Cawley noted these and asked for the task group to consider them.

The Committee noted that there had been little change to the strategy since it had been last presented. The Task Group's scope and aim had been extended with an additional piece of work on acute dementia care, and the group hoped to have initial findings within two to three months. A vacancy had arisen in the task group and Cllr Walsh agreed to replace Cllr Phillips, who was thanked for her contribution. The Portfolio Holder for Adult Care, including Learning Disability and Mental Health was invited to attend the task group meetings.

The Council spent £14.8 million on dementia, and the CCG approximately half that, and the task group were hoping to understand how these figures were used. The Committee heard that the Chairman of the Avon and Wiltshire Mental Health Partnership had stated the need for additional funding at the Health and Wellbeing Board, however no additional funding had been given.

A request to raise the profile of Parkinson's within the strategy was noted. It was confirmed that concerns over numbers and timescales for milestones and how

outcomes would be achieved and measured would be covered within the action plan, which was a working paper at present.

Resolved:

The Committee noted the draft Dementia Strategy.

61 Healthwatch Annual Report

Christine Graves, Chair of Healthwatch Wiltshire presented their Annual Report which was a legal requirement and provided an opportunity to demonstrate the progress made in 2013/14 and to look forward to 2014/15.

Healthwatch Wiltshire had been established by the Health and Social Care Act 2012. It was a social enterprise commissioned by the council and supported by Healthwatch England, who picked out the national message from the local messages.

The purpose of Healthwatch was to be a consumer champion for health and social care champion for children, young people and adults, and for patients, service users and unpaid carers. They were the critical friend you want to involve and which the public trusts. They ensured the roadmap to the future is properly influenced by the people.

A workplan for 2014/15 was available on their website, in which they looked to build on a solid base with credibility, sustainability, independence and no duplication, where they could demonstrate their impact. They hoped to contribute to the work of the Committee, providing advice and guidance from an independent perspective and lay assessment of quality through Enter and View.

In response to questions the Chairman Ms Graves confirmed that Healthwatch did not champion a point of view, but checked the proper processes had been followed and any decision made sense. They did not help people campaign.

The Committee recognised the achievements made with the funding available and noted the need for closer partnership working. Ms Graves was thanked for her presentation.

Resolved:

The Committee

- i. Recognised the progress which had been made to establish an independent and credible local Healthwatch in Wiltshire which is able to fulfil its role as a consumer champion for health and social care,**
- ii. Noted the content of the Annual Report 2013/14, and**

iii. Recognised the unique and valuable contribution which Healthwatch Wiltshire can make, on behalf of local people, to the work of the Health Select Committee

62 Clinical Commissioning Group's 5 year Strategic Plan

Dr Steve Rowlands, Chair of the Wiltshire CCG, and Mr David Noyes, Director of Planning, Performance and Corporate Services presented the CCG's 5 year strategic plan which was set within the context of the Wiltshire Health and Wellbeing Strategy and set out their vision, being 'health and social care services in Wiltshire should support and sustain independent living'.

Challenges facing the CCG were people living longer, a rise in long term conditions like diabetes and dementia and budgets for NHS services not increasing in real terms. Without changes to local healthcare services the CCG would need to find an extra £60 million by 2021.

Opportunities identified were the opportunity to take on commissioning of GP services and some specialist commissioning, the Better Care fund helping them to integrate health and social care and being part of the council's campus developments.

The CCG had identified three priorities:

1. Encourage and support Wiltshire residents to take on more responsibility for their own health and wellbeing.
2. Provide fair access to an high quality and affordable system of care for the greatest number of people
3. Provide less care in hospitals and more care at home or in the community

In order to spend more on health education and prevention, and improving community care the CCG would need to spend less on providing bed-based care in hospital. Care would be centred around the patient and there would be twenty community team clusters.

The public had been consulted on the strategic plan through public meetings, outreach into youth groups, mother and baby groups and University of the 3rd Age. Engagement would continue through a series of integrated health and social care workshops with council colleagues to be delivered in the autumn to area boards, and through media coverage.

In response to questions it was confirmed that the community teams would be travelling to patients and supporting at home where possible. The CCG recognised that change would be difficult and would take time to deliver, and it was important to set off in the right direction. The importance of timing and

communication was noted and the CCG agreed that there would be double running costs for a while until it was known that community services were running appropriately. They were working closely with all colleagues in order to help people to help themselves and making to do the right thing simple.

The Committee noted the need to monitor the delivery of the plan closely. It highlighted the challenge in getting the general public to take responsibility. Attention was drawn to successful projects in other areas such as the deep end project in Glasgow and playgrounds for adults. It noted the opportunities for co-commissioning with GP's, which may also help with expanding primary care. Concern was raised over whether enough work was being done on the issue of the aging population, the lack of joined up thinking on strategies for aging societies, and whether engagement had included all groups as detailed in statute.

The CCG explained that some engagement had taken place and acknowledged that with more to do it could be done better and more effectively. The 5 year plan and vision was the starting point in addressing the issue of the aging population. It defined the outcomes the CCG wanted to achieve for the people of Wiltshire. Communications regarding the plan would be in every form of media.

The Committee thanked Dr Rowlands and Mr Noyes for their presentation.

Resolved:

The Committee noted the CCG's 5 year Strategic Plan.

63 Task Group Update

Transfers to Care Task Group

A meeting of the task group was held on Thursday 10 July at which John Rogers, James Roach and Sue Geary were present. A spike had been seen in the figures for April to June, and an understanding was gained of where the real issues were, being different in different hospitals. The Committee would be notified of any figures which required detailed explanation.

It was noted that this was fundamental to the CCG's 5 year strategic plan.

Avon and Wiltshire Mental Health Partnership / Dementia Services

Reference was made to the comments made in the final Dementia Strategy update, minute no. 60 referred.

Help to Live at Home Task Group

The inaugural meeting of the Help to Live at Home Task Group is being arranged.

64 Forward Work Programme

The Committee noted the forward work plan.

65 Urgent Items

There were no urgent items.

66 Dates of Future Meetings

The date of the next meeting was confirmed as Tuesday 23 September 2014, at 10.30am and would be held in the Kennet Room at County Hall, Trowbridge, Wiltshire BA14 8JN.

The Committee noted the future meeting dates for 2015/16.

Mr Warwick thanked the Chairman and both members past and present for their help and guidance, and thanked Cllr Humphries and his predecessor, Cllr Thomson, for their work with older people.

The Chairman on behalf of the Committee thanked Mr Warwick for his contribution to both the work of Health Select Committee and the work of the council.

(Duration of meeting: 10.30 am - 1.30 pm)

The Officer who has produced these minutes is Kirsty Butcher, of Democratic Services, direct line (01225) 713948, e-mail kirsty.butcher@wiltshire.gov.uk

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

Wiltshire Council

Health Select Committee

15 July 2014

Chairman's Announcements

Health Scrutiny Guidance

The Committee will be pleased to hear that the long awaited Local Authority Health Scrutiny Guidance has been published. We will receive a report on this at our next meeting in September, but we will circulate a copy of the Guidance after this meeting.

Letter from the Chief Executive, Royal United Hospital, Bath

I was pleased to receive a letter from James Scott at the RUH assuring the Committee that the hospital has ensured a smooth handover of the community maternity services from the GWH. They have also appointed a consultant paediatrician and divisional manager to support the new Women's and Children's Division.

Delayed transfer to care

The Transfer to Care Task Group is now regularly reviewing the delayed transfer to care (DtoC) figures and the actions being taken to address them. We consider it would be duplication for the figures to come to Committee at each meeting as well, so are suggesting that the Task Group will continue to monitor the monthly reports and the Committee will receive 6 monthly updates on the figures.

Equity for mental health

Since 1 April 2014 patients with mental health conditions have had the same rights as physical health patients to choose where they have their first outpatient appointment. NHS England has produced interim guidance for commissioners and providers on the new legal right and are seeking feedback from them on the guidance. Resources produced by NHS England to inform patients of their legal rights are to follow.

Police update

Angus Macpherson, Police and Crime Commissioner for Wiltshire, updated the Health and Well-being Board on the following items of interest to the Committee.

Safe Places Scheme

Organisations that are part of the Safe Places Scheme display a sticker in their window to inform people that they are a 'safe place'. Safe places are there for when for people who may feel that they need extra support, such as those that may be overtaken by sudden memory loss, confusion, anxiety or panic. The staff in 'safe places' are trained to help

vulnerable people and will contact family or friends, or the service that they need to help them get home safely.

New worker

The recently launched Mental Health Crisis Care Concordat is a commitment for all relevant agencies to work together to improve the system of care and support so that people experiencing mental health crisis are kept safe and helped to find the support they need. To support this, Wiltshire Police has appointed a Mental Health Liaison Officer to work closely with partnership agencies.

Young people under 18 years

In the past there has been criticism in Wiltshire that young people under 18 years of age, who are detained under s136 of the Mental Health Act, have been detained in police cells as there have been no health based place of safety. This has been addressed and accommodation is now provided at Fountains Way Hospital in Salisbury. In 2013 – 14, all young people detained stayed in a health-based place of safety.

Charging for GP services

Members may be aware that the Wiltshire Local Medical Committee proposed the following motion to the national LMC in May:

That conference:

- (i) believes that general practice is unsustainable in its current format
- (ii) believes that it is no longer viable for general practice to provide all patients with all NHS services free at the point of delivery
- (iii) urges the UK governments to define the services that can and cannot be accessed in the NHS
- (iv) calls on GPC to consider alternative funding mechanisms for general practice
- (v) calls on GPC to explore national charging for general practice services with the UK governments.

The motion was debated and parts (i) and (iii) were passed.

The Committee was alerted to this motion by Cllr Jeff Osborn. The Wiltshire CCG was approached for a comment on their position for the Committee and they provided the following statement.

Wiltshire Clinical Commissioning Group was not aware that the Local Medical Committee were proposing a motion to the LMC national conference that patients should be charged.

As a CCG, we do not support this motion as NHS patients should have access to a free service at first point of delivery when they attend an appointment at their local surgery.

The purpose of the motion was to spark a debate around patients being charged and to address the upcoming crisis with regards to the recruitment of doctors in rural counties.

ENVIRONMENT SELECT COMMITTEE

**DRAFT MINUTES OF THE ENVIRONMENT SELECT COMMITTEE MEETING
HELD ON 10 JUNE 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE
BA14 8JN.**

Present:

Cllr Rosemary Brown (Substitute), Cllr Brian Dalton, Cllr Tony Deane (Substitute),
Cllr Dennis Drewett, Cllr Peter Evans, Cllr Jose Green, Cllr Mollie Groom,
Cllr Bob Jones MBE (Substitute), Cllr Jacqui Lay, Cllr Magnus Macdonald,
Cllr Ian McLennan, Cllr James Sheppard and Cllr Philip Whalley (Substitute)

Also Present:

Cllr Jon Hubbard, Cllr Jeff Osborn, Cllr Toby Sturgis and Cllr Philip Whitehead

28 **Election of Chairman**

Resolved:

**To appoint Councillor Peter Edge as Chairman of the Environment Select
Committee for the forthcoming year.**

29 **Election of Vice-Chairman**

Resolved:

**To appoint Councillor Bridget Wayman as Vice-Chairman of the
Environment Select Committee for the forthcoming year.**

30 **Election of Chairman (Meeting Only)**

Resolved:

**To appoint Councillor Tony Deane as Chairman of the Environment Select
Committee for this meeting only.**

31 **Membership Change**

It was noted that following the meeting of Council on 13 May 2014 there had
been the following changes to membership of the Committee:

Removed as Full Members: Councillors Alan Hill, Horace Prickett, Rosemary Brown

Added as Full Members: Councillors Jacqui Lay, Christopher Newbury, Linda Packard

Removed as Substitute: Councillors Nick Watts, Jacqui Lay, Stephen Oldrieve and Christopher Newbury

Added as Substitute: Councillors Trevor Carbin and Rosemary Brown

32 **Apologies**

Apologies were received from Councillors Peter Edge, Bridget Wayman, Christopher Newbury and Linda Packard.

Councillor Edge was substituted by Councillor Rosemary Brown.

Councillor Wayman was substituted by Councillor Tony Deane.

Councillor Newbury was substituted by Councillor Phillip Whalley.

Councillor Packard was substituted by Councillor Bob Jones MBE.

33 **Minutes of the Previous Meeting**

The minutes of the meeting held on 15 April were presented for consideration, and after discussion it was,

Resolved:

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

34 **Declarations of Interest**

There were no declarations.

35 **Chairman's Announcements**

There were no announcements.

36 **Public Participation**

There were no statements or questions submitted.

The Wiltshire Core Strategy, in development since 2009, is intended to set out the largest part of the Local Development Framework for Wiltshire, a series of policy documents setting out the council's spatial vision, key objectives and the overall principles for development in the county, including location of strategic sites for new housing and employment development and the policies with which planning applications will be assessed.

Following consideration by the Environment Select Committee on 11 June 2012, the Core Strategy was approved by Council on 26 June 2012 for submission to the Secretary of State for Environment, Food and Rural Affairs for formal examination. The examination in public by a Planning Inspector took place between May and July 2013, and a consultation on proposed modifications concluded in October 2013. This was followed by a procedural letter from the Inspector setting out six matters with the Core Strategy which they felt required further modifications in December 2013.

The Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste, Councillor Toby Sturgis, delivered an update on the continued progression of the Wiltshire Core Strategy along with the Spatial Planning Economy Manager.

It was stated that following additional modifications to address the comments of the Inspector, a further 700 comments had been received on the new consultation that was required as a result. These included comments on wind turbines, allocation of housing in specific towns, the updated housing requirements county wide, proposed bypasses in certain locations and the development of neighbourhood plans. It was intended that the Council's response and proposals would be forwarded back to the Inspector by the end of June 2013, who could request further comment or modifications if deemed necessary.

The Committee then questioned the Cabinet Member and Officer on aspects of the Core Strategy and the process of its adoption. There were some concerns raised about the highly technical nature of some of the officer comments sent to Parish Councils for comment which made it difficult at times to understand, and that future consultations could perhaps include frequent summary sections in plain language to clarify matters. In response it was stated that every attempt was made to simplify the language used, although some use of complex technical language was unavoidable, with requests for Parishes to contact their Wiltshire Councillor or the officers for assistance if certain sections were hard to understand.

There were queries on the status of the South Wiltshire Core Strategy which was in place while the proposed Core Strategy for the whole county was un-adopted, and the need for the council to robustly defend planning decisions made on this and other extant policy documents, although it was noted that the National Planning policy Framework was a more recent national policy document, which might be given more weight by an Inspector during an appeal.

There were additional queries and comments on neighbourhood plans permitting some limited development to meet local needs of housing and employment in villages if they established that need in their plans, and it was confirmed that the council presumed all development sites were economically viable and so could be subject to Section 106 legal agreement contributions, unless a developer could prove it was not viable to make such a contribution.

Resolved:

To note the update from the Cabinet Member.

38 Task Group Updates

The Committee considered written updates from established Task Groups as detailed in the agenda pack.

There were additional comments on the following Task Groups:

Adoptable Estates - It was noted that there had been great difficulty in meeting with developers to discuss the matters raised, which would be detailed further once the Task Group made its final report.

Highways and Streetscene - A meeting had been set for 25 June to specifically consider the grass cutting section of the contract in light of recent and continuing problems with that aspect of the contract, with the entirety of the contract to be assessed at a later date. It was confirmed all members would be invited to make contributions to the considerations of the Task Group.

20mph Task Group - Clarification was sought on the number of 20mph zones that each Area Board could designate, 2 per year, as well as issues on repeater signage in zones, and natural highway speed limitations impacting more on average speeds than the imposition of a restricted speed zone in an area which might not be appropriate for it.

Waste - It was confirmed that as requested at its meeting on 10 December 2013, a further meeting had been made with Dr Alberry, who had delivered a presentation to the Task Group, and the possibility of looking into the Green waste policy was noted.

Dr Carlton Brand, Corporate Director, noted that there was a lot of work being undertaken in the Waste Service which the Task Group could assist with and welcomed their continued and future involvement.

39 Forward Work Programme

The existing Forward Plan was noted, and it was agreed that the Chairman and Vice-Chairman should meet with Cabinet Members and Associate Directors to identify future outcomes and policies which scrutiny involvement could contribute to in the next year.

40 **Date of Next Meeting**

The date of the next meeting was confirmed as 2 September 2014.

41 **Urgent Items**

A question was raised about whether the Gypsy and Traveller Plan should be considered at the Committee.

(Duration of meeting: 10.35 am - 12.15 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line 01225 718504, e-mail kieran.elliott@wiltshire.gov.uk

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

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LICENSING COMMITTEE

DRAFT MINUTES OF THE LICENSING COMMITTEE MEETING HELD ON 28 APRIL 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Desna Allen (Vice Chairman), Cllr Nick Blakemore, Cllr Allison Bucknell, Cllr Trevor Carbin, Cllr Chris Caswill, Cllr Sue Evans, Cllr Jose Green, Cllr Simon Jacobs, Cllr George Jeans, Cllr Bill Moss (Substitute), Cllr Leo Randall and Cllr Pip Ridout (Chairman)

Also Present:

Naji Darwish (Head of Service – Public Protection), Linda Holland (Public Protection Team Leader), Cllr Peter Hutton (Portfolio Holder), Lisa Pullin (Democratic Services Officer), Andrew Saxton (Fleet Services Manager), Paul Stratford (Fleet Compliance Team Leader), Paul Taylor (Senior Solicitor) and Peter White (Enforcement Manager)

14 Apologies

Apologies were received from Councillor Hewitt. Councillor Moss was substituting for Councillor Hewitt.

15 Minutes

The minutes of the meeting held on 17 March 2014 were presented to the Committee.

Resolved:

That the minutes of the meeting of the Licensing Committee meeting held on 17 March 2014 be approved and signed as a correct record.

16 Chairman's Announcements

The Chairman made the following announcements:

1. **Timeline proposal for one tariff consultation for Hackney Carriage and Private Hire operators**

Environment Services will commence a consultation exercise during summer 2014 and report the findings to the Licensing Committee with the intention to roll out new tariff in January/February 2015.

This proposal is to complete another round of trade consultation based on three different proposed tariffs following feedback from previous consultation.

Feedback will be tabled at the September/October 2014 Licensing Committee. If approval for one preferred tariff is agreed consultation must go to area boards as well as paper advert to announce proposals.

If we receive objections, we will seek further committee approval, if no objections are received within the 14 day consultation period the new Tariff will come into force on the specified date.

Once completed this will enable Wiltshire Council to introduce one regulatory zone for the whole Council area, charging from a single maximum table of fares (tariff).

2. Workload of the Licensing Team

Licensing transactions from 1 January – 31 March 2014 are detailed below. Transactions are increasing month on month. Two of the existing Licensing Officer vacancies have been appointed to but these appointments were from existing staff so there is a bit more capacity but no extra staff. Another staff member is on sick leave.

	January	February	March
Temporary Events Notices	107	110	128
Late Temporary Events Notices	12	11	19
Licensing Applications New /variation/minor/ transfer variation/variation of DPS)	103	119	108
Personal Licences	29	16	17
Total	251	256	272

17 **Declarations of Interest**

There were no declarations of interest.

18 **Public Participation**

No questions had been submitted prior to the meeting and there were no members of the public present.

19 **Minutes of the Licensing Sub Committees**

The draft Minutes of all Licensing Sub Committees between 17 January and 20 March 2014 were presented for consideration.

Resolved:

To approve the minutes of the following Licensing Sub Committee meetings:

Northern Area

**14/03/14 Application for a Premises Licence - Abbey Food City, 4
Market Cross, Malmesbury**

Appeal Against Refusal of Street Trading Consent

**20/03/14 Appeal of Mr Balasooriya against a Street Trading Consent
decision**

The Committee noted that the Licensing Sub Committee that had heard the street trading appeal on 20 March 2014 had recommended that there be a review of the street trading policy. Councillor Allen requested that, in light of the issues raised in that appeal, Officers should conduct a review of the Council's Street Trading Policy and Procedure. In particular, the review should look at the relationship between Wiltshire Council's policy and the policies adopted by the town councils in respect of street trading and markets.

It was agreed that Officers would carry out a review and report back to a future meeting of the Licensing Committee.

20 **Statement of Licensing Policy - Update**

Linda Holland (Public Protection Team Leader) presented a report which provided background information concerning the new proposed Statement of Licensing Policy and requested that the Committee approve the draft Policy and instruct officers to carry out a full 12 week consultation process.

A Councillor raised a query about the possibility of CCTV provision in Salisbury being cut. Peter White (Enforcement Manager) agreed to respond directly to the Councillor outside of the meeting regarding this.

Committee members requested a number of minor amendments/corrections of typographical errors within the draft and Linda Holland agreed that these changes and the firming up of some of the statements in the policy would be made prior to the consultation commencing in early May 2014.

Members felt it was important to state in the Policy where the public could find further information about the latest initiatives and supporting documents and refer them to the Council's website for this information. It was agreed that this would be included within the introduction/forward of the Policy.

The final policy would then be brought back to the Committee at its 8 September meeting for approval and then would request that Council adopt the new Statement of Licensing Policy for 2014/18.

Councillor Hutton (Portfolio Holder) wished to express his thanks to all Officers for the work undertaken in preparing this draft Policy. He said that community engagement is a priority and encouragement is given to licensees to attend pub watch schemes and interact with their communities.

Naji Darwish (Head of Service – Public Protection) reminded the Committee that further comments on the Policy will be welcomed within the formal consultation and Members agreed to encourage Town/Parish Councils and Area Boards to take part in the consultation.

Resolved:

That Officers will make the minor amendments/additions to the Policy as requested at this meeting and then commence a 12 week consultation process on the proposed Statement of Licensing Policy 2014/2018.

21 **Policy changes to Hackney Carriage and Private Hire Licensing**

Andrew Saxton (Fleet Services Manager) presented a report which recommended a number of changes to the hackney carriage and private hire vehicle licensing policy conditions and enforcement penalty points scheme.

The proposed changes will help Council Officers and hackney and private hire operators to better understand the policy requirements and ensure that drivers and their vehicles are compliant with the conditions set out in the guidance. The changes had been well received by the trade.

He advised the Committee that item 26 on the offences list should be amended to read as follows:

	Offences	Driver	H/C Prop	P/H Vehicle	P/H Operator
26.	Using an un-licensed vehicle	9-12	9-12	9-12	9-12

Councillor Hutton (Portfolio Holder) wished to thank Officers for their work with this exercise and was happy with the engagement with the trade on the issues.

A Member asked if the public are aware of the penalty points scheme and how to “whistle blow” if they come across any problems with drivers/vehicles, etc.

Officers confirmed that there is a process that can be followed but agreed that it perhaps could be made more obvious and include details about it on the Council's website.

Members acknowledged the proposed introduction of a minimum tyre tread depth of 1.8mm and suggested that as current guidance recommends that a depth of 3mm vastly improves braking distances at 60mph we could also "recommend" this to our drivers/operators. Andrew Saxton agreed to include this.

A Member reported a problem of taxi drivers continually parking on double yellow lines whilst waiting to join the taxi rank particularly in Chippenham and Andrew agreed that something could be added to remind them that in doing this they are in breach of their licence and regular infringements may result in penalty points being issued.

It was noted that within the Penalty Points scheme no mention is made of the possibility of revocation of a licence if 12 points are reached within a 12 month period. It was agreed that this would be amended to include this.

Resolved:

That the Licensing Committee

- 1. Agree the changes wording of vehicle conditions regarding fire extinguishers, tinted windows for hackney carriages, increase minimum tyre depth and remove requirements for an MOT on brand new vehicles as detailed in the report and as specified by the Committee at the meeting.**
- 2. Agree the changes to the enforcement penalty points system as detailed in the report and as specified by the Committee at the meeting.**

22 Dates of Future Committee Meetings

Members noted the dates of future meetings of the Licensing Committee as detailed below, all to start at 10.30am:

- Monday 2 June 2014
- Monday 8 September 2014
- Monday 8 December 2014.

23 Urgent Items

There were no urgent items.

(Duration of meeting: 10.30am – 11.30am)

The Officer who has produced these minutes is Lisa Pullin, of Democratic Services,
direct line 01225 713015, e-mail lisa.pullin@wiltshire.gov.uk

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

LICENSING COMMITTEE

DRAFT MINUTES OF THE LICENSING COMMITTEE MEETING HELD ON 2 JUNE 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Nick Blakemore, Cllr Sue Evans, Cllr Jose Green, Cllr George Jeans, Cllr Bill Moss (Substitute), Cllr Jeff Osborn (Substitute), Cllr Leo Randall, Cllr Pip Ridout (Chairman) and Cllr Nick Watts

Also Present:

Wiltshire Council

Naji Darwish (Head of Service – Public Protection), Linda Holland (Public Protection Team Leader), Cllr Peter Hutton (Portfolio Holder), Lisa Pullin (Democratic Services Officer), Andrew Saxton (Fleet Services Manager), Paul Taylor (Senior Solicitor) and Peter White (Enforcement Manager)

Public

Cllr Matthew Dean
Mr Dominic Imms
Ms Amanda Newbery
Cllr John Walsh

24 Apologies/Substitution/Changes to Committee Membership

Apologies were received from Councillors Bucknell, Drewett, Hewitt and Jacobs. Councillor Moss was substituting for Councillor Bucknell and Councillor J Osborn was substituting for Councillor Drewett. The Chairman welcomed Councillor Nick Watts to the Committee.

25 Minutes

The minutes of the meeting held on 28 April 2014 were presented to the Committee.

Resolved:

That the minutes of the meeting of the Licensing Committee held on 28 April 2014 be approved and signed as a correct record.

26 **Chairman's Announcements**

The Chairman reported that training for new Committee members would be taking place in the next couple of weeks.

As there were members of the public present for item 8 (Cumulative Impact Area – Salisbury) this item would be moved forward on the Agenda and considered after the public participation.

27 **Declarations of Interest**

There were no declarations of interest.

28 **Public Participation**

No questions had been submitted prior to the meeting. There were four members of the public present who wished to make statements in relation to item no 8 on the Agenda – Cumulative Impact Area – Salisbury.

Cllr Matthew Dean – Salisbury City Council

Summary of points raised:

- Salisbury City Council had discussed the results of the consultation and do not feel a CIZ is appropriate for Salisbury and request that the licensing Committee does not agree to implement it;
- Salisbury has the highest shop occupancy in the South West, but lots of work is being done to find alternative uses for empty shops to create a vibrant leisure and tourism economy;
- If a CIZ was to be implemented this would mean a moratorium on new businesses who may wish to invest in the city;
- Salisbury already has “Purple Flag” status and the Council as Licensing Authority does a good job with issuing and monitoring licenses under the current arrangements; and
- The imposition of a CIZ would represent an administrative burden to the Council and to business at a time when resources and capital are scarce.

A Petition containing 17 signatures with the following statement was handed to the Chairman.

“1. We the undersigned believe that the Wiltshire Council proposal to introduce a Cumulative Impact Zone (CIZ) would be very damaging to the economy and

environment of Salisbury and would harm the economic viability of our City Centre.

2. Further, it would place an additional administrative and financial burden on businesses and Wiltshire Council, reduce transparency and democratic accountability for no tangible advantages.

3. We therefore call upon the Licensing Committee of Wiltshire Council to reject these proposals”.

Mr Dominic Imms – Cambridge Wine Merchants

Summary of points raised:

- There has been good investment in the city recently and if there was a CIZ in Salisbury this may mean that retailers move to out of town areas;
- The number of contributors to the consultation was small (82) in comparison to the size of the population (42,000) and we do not feel it represents the wants and needs of the city; and
- If the implications of having a CIZ in Salisbury were fully explained in the consultation then there may have been different responses received.

Ms Amanda Newbery – Chairman of Business Improvement District

Summary of points raised:

- Salisbury is working to pull together as a city to balance out its evening and night time economy;
- The Business Improvement District Group considered the consultation and were not in support of the proposal of a CIZ. This is made up of a number of different people, but we query if this was only counted as one response to the consultation; and
- Please act with caution and don't do anything to damage Salisbury at this sensitive time.

Cllr John Walsh – Salisbury City Council/Wiltshire Council.

Summary of points raised:

- I wish to ensure a balanced approach to the problems and wish to respect the residents of the city but also enjoy an evening out;
- As a Councillor the residents are not rushing to me with concerns about the licensed premises with the city;

- The crime figures don't reflect the numbers of people that are going into Salisbury to enjoy a night out compared to Chippenham and Trowbridge;
- There was a poor response to consultation – what does the silent majority think of the proposals?; and
- Do we want to be seen as doing something when maybe this isn't the right thing? We as councillors will get public comeback if the wrong decision is made today.

29 **Scrap Metal Update**

Peter White (Enforcement Manager, Environment Services) presented an update on the current situation with regard to the Scrap Metal Dealers Act (2013).

Members raised some queries which included:

- The appeal process – This is an internal appeal heard by Senior Council officers. After that any appeal would be heard by the Magistrates Court.
- “Silent partners” within a business – All applicants are assessed as to their suitability. It may be that silent partners may not be as suitable and the Council are wary of those but can only consider those on the application but would be vigilant on visits to the site, etc.
- What is your proactive approach? – The Council works closing with the Police, carries out site visits and relies on intelligence from Council Officers who are about in the district and identify potential problems/breaches of a licence.

Resolved:

That this Scrap Metal Update be noted and that future half yearly updates be received by the Committee.

30 **Cosmetic Piercing and Skin Colouring - Adoption of Legislation and Byelaws**

Linda Holland (Public Protection Team Leader) presented a report which requested that the Committee re-ratify a decision made at the Licensing Committee meeting on 6 February 2012 in relation to the adoption of Cosmetic Piercing and Skin Colouring legislation and byelaws.

Linda apologised that due to an omission the decision was never referred to Full Council to be formally adopted. She felt that it was important for the Council to have one set of unified byelaws.

Members suggested a couple of minor inclusions/amendments to the byelaws relating to tongue piercing, the definition of sterilisation and including reference to his and her hands.

Resolved:

That the Committee re-ratify the decisions of the Licensing Committee of 6 February 2012 – namely to recommend to Council that:

- i) The provisions of Section 14, 15, 16 and 17 of the Local Government (Miscellaneous) Provisions Act 1982 be adopted and should come into effect on 1 August 2014.**
- ii) Byelaws in the form of the model set out in pages 16 to 21 of the agenda (with amendments as discussed at the meeting) be adopted and submitted for confirmation.**
- iii) The current byelaws which had previously been adopted by the ex-district Councils be revoked on the confirmation of the new model byelaws.**

31 Cumulative Impact Area - Salisbury

Linda Holland (Public Protection Team Leader) presented a report which provided information following the recent cumulative impact area survey which was carried out for the Salisbury area. The report asked the Committee to consider the adoption of a special licensing policy.

The Committee had heard from 4 members of the public (as detailed under minute number 28 above) and copies of letters/emails from the following were circulated at the meeting and these are appended to these Minutes:

- Letter from Cllr John Lindley, Salisbury City Council, 28 May 2014
- Email from Dominic Imms, Cambridge Wine Merchants, 29 May 2014
- Email from Cllr Matthew Dean, Salisbury City Council, 28 May 2014
- Email from David Andrews, VisitWiltshire, 30 May 2014.

In response to the statements made during the public participation, Naji Darwish (Head of Service – Public Protection) stated that:

- The CIZ is a tool for the Licensing Committee to be able to manage licences in a better, more efficient way;;
- At present, if no objections are received to an application then the licence has to be granted. If there was a CIZ in place this would still be the case. A CIZ allows the Committee to consider the impact of multiple licensed premises on the community at large;

- The imposition of a CIZ to Salisbury would not mean that all applications within that area are declined, it would ask for a greater quality of application to be submitted, e.g. CCTV, the use of plastic glasses and better staff training, etc; there is no intention to restrict – just to stop a less effective business from setting up in the area;
- There would be no impact on the Police and Council time if a CIZ were to be implemented;
- The CIZ would support the Purple Flag objective and the Council also wishes to create a diverse night time economy; and
- I agree that a response of 82 is not an indicative view of all those in Salisbury, but the opportunity was given for responses.

Cllr Hutton (Portfolio Holder) commented that a CIZ would be another layer of scrutiny and that Council was not wishing to stop business coming to Salisbury but to protect existing ones. He supported the views of the Officers and agreed that the response to the consultation was disappointing.

Members discussed the issues and made the following points:

- The Purple Flag status means a lot to Salisbury and is bigger than Chippenham or Trowbridge. If we have trouble with premises we can suspend or revoke their licences;
- It is a long and costly process to get to the suspension or revocation of a licence stage – support the reduced area for the proposed CIZ. See it as a necessary tool and we can give it due regard but do not have to use it as it not compulsory;
- As a Committee we requested Officers to look at this for us and see it as a step in the right direction. Question if Salisbury Hospital were included in the consultation process? We need to consider the impact of the military re-basing to the area. Is there a possibility of a pilot scheme for a CIZ;
- The consultation and explanation of this policy required additional work to allay concerns and address some misconceptions of the implementation and impact of the CIZ; and
- Are we creating a problem that doesn't exist? Could we delay the implementation of a CIZ and perhaps consider further consultation?

Paul Taylor (Senior Solicitor) confirmed that if the Committee were to adopt a special policy for a CIZ this would form part of the Council's Statement of Licensing Policy which is currently being revised and would be further

considered by the Committee in September. It would then be recommended for approval by Council in October 2014. Applicants would not be automatically refused a licence if within the CIZ, but would have to demonstrate that they are not adding to the cumulative impact of the area.

Linda Holland that if a CIZ were to be implemented it could be reviewed or withdrawn at any time (subject to Committee approval).

A suggestion was made that this meeting and any future meetings should be held in the relevant areas that are being discussed, but this was not supported by all Members.

Resolved:

That the decision to implement a special policy for a Cumulative Impact area in part of Salisbury City Centre be deferred for 6 months to enable further consideration and consultation, in particular with the following – Salisbury Purple Flag Group, Salisbury City Council, Salisbury District Hospital, Military Re-basing Group and the residents of Salisbury via the Area Boards.

32 Dates of Future Committee Meetings

Members noted the dates of future meetings of the Licensing Committee as detailed below, all to start at 10.30am:

Monday 8 September 2014
Monday 8 December 2014.

The possibility of holding an extraordinary meeting in Salisbury would be investigated although members did not wish for a precedent to be set on moving meeting locations.

33 Urgent Items

There were no urgent items.

(Duration of meeting: 10.30am – 12.05pm)

The Officer who has produced these minutes is Lisa Pullin, of Democratic Services, direct line 01225 713015, e-mail lisa.pullin@wiltshire.gov.uk

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

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Cllr Pip Ridout
Chairman of the Licensing Committee
Wiltshire Council
Bythesea Road
Trowbridge
BA14 8JN

28 May 2014

Our ref: Dem/46164/CT

Dear Cllr Ridout

Re: Cumulative Impact Area - Salisbury

At a meeting of Salisbury City Council's Planning and Transportation Committee held on 27 May 2014 the above matter was raised. The committee looked at the results of the consultation and the options being considered by the panel and wish to make the following statement.

This committee urges the Licensing Committee to consider option 3 of the recommendations to not adopt the CIA for Salisbury city centre at this time for the following reasons:

1. Salisbury does not currently have a problem with either the management of or the absolute number of licensed premises.

We are seen as a safe city, have won the coveted "Purple Flag" status and in line with the national position, we have seen the number of public houses and night clubs decline as demographic and social changes have meant people visit pubs less.

2. The Leisure and Night time economy is of huge and growing importance to our city.

We have seen massive investment in Salisbury as Restaurant operators have taken over empty shops, turning them into places to eat, improving the viability of our city centre and creating jobs. The last thing we want to do is put an artificial break on this, leading to developers to go elsewhere.

3. Existing Planning & Licensing arrangements are perfectly adequate to ensure poor quality & inappropriate licenses are not permitted.

All new license applications are considered on their merits by the Licensing Committee of Wiltshire Council while changes of use also require planning permission, all of which can be commented on by SCC.

4. Problem drinking when it does occur is often the result of so called "pre-loading" or street drinking which won't be affected by a CIZ (in fact, it might make it worse).

5. Wiltshire Council & the Police have very limited resources.

They should deploy these resources wisely and to best effect. CIZ are expensive to administer and bureaucratic. They increase costs on potential developers and



operators and create another administrative burden on authorities. They also reduce transparency and the democratic accountability of Councillors.

Yours sincerely

Cllr John Lindley
Chair of Planning and Transportation Committee

Ridout, Pip

From: Cambridge Wine Merchants - Salisbury Branch [salisbury@cambridgewines.co.uk]
Sent: 29 May 2014 18:58
To: Ridout, Pip
Subject: Cumulative Impact Area - Salisbury

Cumulative Impact Area - Salisbury

Dear Cllr Ridout,

I am writing to you to voice my concerns over the impact of a Cumulative Impact Zone implementation in Salisbury.

I believe the policy, if adopted, would have a negative impact on the evening economy in Salisbury. The leisure and night time economy is of growing importance in the city, and I believe is the key in moving forward given the inevitable decline of the traditional high street. I believe that imposing an extra layer of administrative burden on potential operators would not send a business friendly message at a time where the city is (and hopefully will continue to) attracting new investment in this respect.

The assertion that any anti-social behaviour in and around the city centre is the necessary result of too many licenced premises seems contrary. I would have thought if anything the more competition in terms of licenced venues the better, as revellers would be more evenly spread across the spectrum of venues. This would allow licensees to keep and even greater eye on potential trouble. Salisbury has also been awarded purple flag status and is nationally recognised as a safe place to go out, and as such I hope you would agree a generally well managed leisure and late night economy.

As an aside I would also like to comment on the consultation and methodology for this proposal. The number of contributors to the consultation is so small (82) in comparison to the size of the population (42,000) that I cannot see how it can be used as representative of the wants and needs of the city. With 67.6% of respondents aged 45-65+, the main conclusion one could draw from the consultation is that people aged 45-65+ are more likely to view public consultations. It seems a poor platform to base licencing policy on given the importance of the licencing function.

Thank you very much for your time.

Best wishes

Dominic Imms

Dominic Imms

Director

Cambridge Wine Merchants

5 Winchester Street, Salisbury

SP1 1HB

Tel: 01722 324486

Email: dominic@cambridgewine.com

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From: Matthew Dean [
Sent: 28 May 2014 14:48
To: Ridout, Pip
Cc: John Lindley; Clewer, Richard; mdean
Subject: Salisbury Proposal for a Cumulative Impact Zone

Dear Pip,

I'm emailing you as my group are very concerned indeed at the proposals to introduce a Cumulative Impact Zone (CIZ) for Licensed Premises in the City of Salisbury. My Conservative colleague Cllr John Lindley has laid out some of the salient points in his letter to you below as Chairman of the relevant all-party Salisbury City Council sub-committee.

We all feel most strongly that we have a vibrant and generally well run leisure and tourism based economy and that as the nature of retail changes, we would like to see more restaurants and bars based in our city replacing vacant shops, creating jobs and improving the viability of our city centre.

The imposition of the CIZ would represent an administrative burden to both Wiltshire Council and to business at a time when resources and capital are scarce and we feel could be hugely detrimental to our city. I do hope after considering all the evidence, you will be able to support this view.

If you would wish to discuss this further, please don't hesitate to email me or telephone me on 07742 830650. I look forward to meeting you on the committee meeting of the 2nd June.

I enclose a copy of John's letter to you for your perusal.

Best wishes,

Matt

Matthew Dean

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Hi Lisa,

As per my voicemail, I've just been told that the Cumulative Impact Area – Salisbury is being discussed by the Licensing Committee next Monday, 2 June.

VisitWiltshire sit on the Wiltshire Council led Salisbury Purple Flag Steering Group and I'm concerned that proposals haven't gone through this group.

As you'll be aware, Salisbury Purple Flag aims to raise standards and improve the quality of our towns and cities between the hours of 5.00pm and 5.00am. The group is led by Wiltshire Council and supported by a wide range of organisations, including SCC, BID, pub watch, police, the military, venues etc, and there'd be significant criticism if a Salisbury CIA was introduced without proposals having gone through this group.

Unfortunately I can't make the meeting on Monday but happy to discuss anytime before then if it's helpful. Direct tel numbers below.

Thanks

David

David Andrews
Chief Executive
VisitWiltshire

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NORTHERN AREA PLANNING COMMITTEE

MINUTES OF THE NORTHERN AREA PLANNING COMMITTEE MEETING HELD ON 14 MAY 2014 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.

Present:

Cllr Chuck Berry (Substitute), Cllr Christine Crisp, Cllr Peter Hutton (Vice-Chair), Cllr Simon Killane, Cllr Mark Packard, Cllr Sheila Parker, Cllr Toby Sturgis, Cllr Anthony Trotman (Chairman) and Cllr Philip Whalley

Also Present:

47 Apologies

Apologies were received from Cllr Hurst and Cllr Groom.

Cllr Groom was substituted by Cllr Berry.

Following the Full Council meeting on Tuesday 13 May 2014, a number of changes were made to the Northern Area Planning Committee membership. With immediate effect, Cllr Marshall was made a full Committee member with Cllr Bill Douglas a substitute.

48 Minutes of the previous Meeting

The minutes of the meeting held on Wednesday 23 April were presented.

The Chairman confirmed that concerns had been raised that the policy reasons cited for the refusal of application 12/03594 – Octavian, Eastlays, Gastard, Wiltshire, SN13 9PP, would not be sufficiently robust in event of appeal. Officers had confirmed that the policy reasons given at Committee were sufficient. Members could raise additional policy reasons in the event of appeal.

Resolved:

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

49 **Declarations of Interest**

There were no declarations of interest.

50 **Chairman's Announcements**

There were no Chairman's announcements.

51 **Public Participation and Councillors' Questions**

The Committee noted the rules on public participation.

52 **Wiltshire Council Heddington 5 (part) Rights of Way modification order 2014**

A statement of objection provided by Andrew Fenwick was circulated to, and understood by members prior to the meeting and a copy of this objection was attached to the minutes.

Cllr Geoff Dickerson spoke in support of the application.

The Officer introduced the Rights of Way report which recommended that the Wiltshire Council Heddington 5 (part) Rights of Way Modification Order 2014 be sent to the Secretary of State for Environment, Food and Rural Affairs with the recommendation that it be confirmed as made.

She explained that an application had been received to record the area concerned as a by-way open to traffic. This application was not considered within the year period, and as a result an appeal was made to the Planning Inspectorate, who directed Wiltshire Council to consider the case. Following consideration, Wiltshire Council refused the application, and this decision is currently under appeal.

The matter before the Committee concerned an order to define the full width of the area as footpath. A representation and an objection were received and as a result the Order must be sent to the Inspectorate for determination.

There were no technical questions.

Members of the public addressed the Committee as detailed above.

In the debate that followed members thanked the officer for her clear and comprehensive report.

In was resolved;

That the Wiltshire Council Heddington 5 (part) Rights of Way Modification Order 2014 be sent to the Secretary of State for Environment, Food, Rural Affairs with the recommendation that it be confirmed as made.

53 **14.02367.FUL and 14.02730.LBC - Church House, The Street, Grittleton, Chippenham, SN14 6AP**

John Armstrong and Cllr Johnny Walker spoke in support of the application.

The Officer introduced the report which recommended that planning permission be refused.

He explained that the application was for a side extension to enclose a swimming pool on a grade II listed property. Under the proposal, the existing single story extension would be contained within the pool enclosure.

The Committee had the opportunity to ask technical questions of officers and it was confirmed that a previous planning application had been refused and that the conservation officer objected to the enclosure of the area. The enclosure would consist of timber frame with brick work to match existing buildings.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Scott was absent and Cllr Sturgis addressed the Committee on her behalf. He expressed support for the scheme and highlighted that the proposal did not impact on the south frontage of the building.

It was resolved to;

In respect of 14/02367/FUL

To delegate to the Area Development Manager to grant permission subject to conditions:- to agree materials, submission of sample panels and other relevant conditions necessary in relation to works affecting a listed building.

In respect of 14/02730/LBC

To delegate to the Area Development Manager to grant consent subject to conditions appropriate to address works to a Listed Building.

Reason:- The proposed development is necessary to support the on-going use of the Listed Building; Will not result in significant harm to the heritage asset including the Conservation Area; and reflects previous historic development at the site.

54 **14.02154.FUL - Rose Cottage, Corston, Malmesbury, SN16 0HD**

Phillipa Metcalfe, Keith Metcalfe and Cllr Roger Budgen spoke in support of the application.

The officer introduced the report which recommended that planning permission be refused.

He explained that although the site was attached to a grade II listed building, the site itself was not listed. The proposed extension would replace a large conservatory. The applicants sought an extension to their property due to the poor health of their son. Pre-application discussions had occurred, and alterations were suggested and accepted but were later rejected following advice that it would result in insufficient space for the applicant's son. The existing buildings had a clear hierarchy, the removal of which officers believed would negatively impact the adjacent listed building.

The Committee then had the opportunity to ask technical questions of officers and it was confirmed that the proposed extension was the same footprint as the existing conservatory. It was also confirmed that the site was stepped back from the adjacent listed building.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Thomson spoke in support of the application noting the benefit of removing the conservatory, the personal circumstances of the applicant and the lack of objection in the locality.

In the debate that followed, the Committee noted the benefits of removing the conservatory and the need to consider the needs of the family.

It was resolved to;

Delegate to the Area Development Manager to grant planning permission subject to conditions to agree materials.

55 **14.01293.OUT - Oak Hill House, Upper Seagry, Chippenham, Wiltshire, SN15 5HD**

Simon Chambers spoke in support of the application.

The Chairman drew attention to the late observations which were circulated at the meeting and later published as a supplement.

The Officer introduced the report which recommended that planning permission be refused.

He explained that although the site was beyond the village boundary. The site was located in the garden of another property.

There were no technical questions.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Greenman was absent.

In the debate that followed, the Committee noted the need for affordable housing in Wiltshire and the open location of the site.

It was resolved to;

Refuse planning permission for the following reasons:

The proposed development, by reason of its location, siting and lack of justification as a rural exception site represents an unwarranted residential development outside of the development framework boundary contrary to Policies H4 and H7 of the adopted North Wiltshire Local Plan 2011 and Policies CP2, CP10 CP44 and CP48 of the emerging Wiltshire Core Strategy.

The level of development proposed is likely to result in a layout and relationship with the street and surrounding area that represents a detrimental intrusion into the adjacent countryside and harmful to the character and appearance of the area. The proposal therefore fails to accord with Policies C3 and NE15 of the adopted North Wiltshire Local Plan 2011 and Sections 6, 7 and 11 of the National Planning Policy Framework.

In accordance with the NPPF there is a deliverable 5 year supply of land for housing in place and there are no other material considerations that outweigh this position. As such, the balance of considerations is such that planning permission should not be granted having regard to policies H1 & H4 of the North Wilts Local Plan and CP2, and CP10 of the Draft Wiltshire Core Strategy and guidance in the National Planning Policy Framework, in particular at paragraphs 12, 14, 17, 47, 49, 150, 183, 184, 185, 196, 209, 210, 211, 212, 214, 215, 216.

The proposed development does not make any provisions for securing affordable housing on the site or financial contributions towards open space on the site, community facility, indoor leisure provision. The application is therefore contrary to Policies C2, H5 and CF2 & CF3 of the North Wiltshire Local Plan 2011.

56 **Urgent Items**

There were no urgent items.

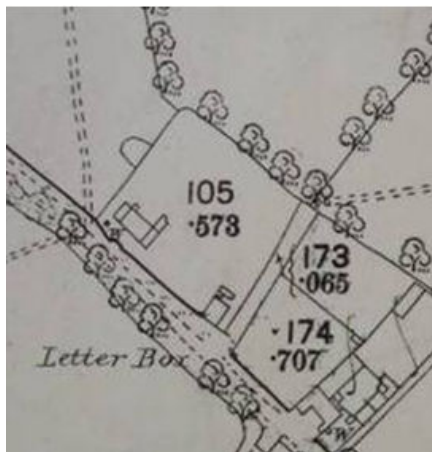
(Duration of meeting: 6:00 - 7.15 pm)

The Officer who has produced these minutes is Eleanor Slack, of Democratic Services, direct line 01225 718255, e-mail eleanor.slack@wiltshire.gov.uk

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Objector Andrew Fenwick's Statement

1. A DMMO cannot lawfully change the Start Point of a footpath.
2. This footpath starts and has always started at the point B on your Order Plan as per **ALL** OS maps from 1886 up to being 1st recorded on the DM and statement in 1953 and for decades afterwards.



1886 OS map



1961 OS map

3. In law a footpath must always start at the original 'Start Point'. A DM entry, DMMO or Diversion Order cannot lawfully change this Start Point.
4. I claim the highway coloured purple on the Order Plan is not a footpath but is a Public Vehicular Way – and is the currently the subject of an appeal.
5. The Order Plan is based on an out of date OS map which has since changed significantly.
6. The measurements you have included fail to record the width at the narrowest point - that at the front right hand corner of the Industrial building. This is essential to properly record the extent of the road.
7. Part of the area marked on your DMMO map at the right rear corner of the building is clearly registered to us at the Land Registry. Detailed on-site measurements were recorded on our title by the LR Surveyor in 2011 and on subsequent OS maps.
8. The full width as marked is not available to users because of the encroaching and illegal fence erected by the Parish Council – see 'Kidner' case law *"full extent must be available"*.
9. As you clearly state in your previous reports; we as frontagers have rights under Ad Medium Filum Viae (AMFV).
10. You also state that our AMFV rights are not rebutted.
11. Thus the posts of the illegal fence are driven into our land under AMFV, without my consent and against my wishes. The Parish Council have rejected my demands for them to remove it.
12. As you state in your previous reports; it is probable we have a *"maintenance strip"* along the East side of the industrial building which would also preclude inclusion of this area in the order.
13. WC has refused many requests to enforce removal of the encroaching & illegal fence, saying that *"encroachment is minimal"*. Case law does not recognise this excuse and clearly

states *“full extent must be available”*. Therefore it is the statutory duty of WC to enforce removal of this illegal fence.

14. We have detailed planning consent for an access road over this land to service a residential development and the necessary rights to implement this, including 32 years of MPV use and a Prescriptive Easement for MPVs with force at law.

15. **Planning Practice Guidance 2014 - Housing & Land Assessment - Methodology** Paragraph: 010 states that *The assessment should consider all sites and broad locations capable of delivering five or more dwellings*. Where is the assessment for this site for 8 dwellings?

Paragraph: 011 *Sites, which have particular policy constraints, should be included in the assessment*. Therefore this site should have been assessed.

Paragraph: 012 *Plan makers should consider all available types of sites including Planning applications that have been refused or withdrawn*.

Para: 014 states *Plan makers should gain a more detailed understanding of deliverability, any barriers and how they could be overcome*. If Access is an issue then how does WC propose to overcome it?

Para 22. Where constraints have been identified, the assessment should consider what action would be needed to remove them. Actions might include the need for investment in new infrastructure.....or a need to review development plan policy

Clearly it is now incumbent on WC to remove constraints to development (rather than add to them) and invest in new infrastructure or review policy if necessary.

16. A DMMO application to upgrade to PVR is currently under appeal because it is being opposed by WC.

17. I have attached the letter dated 13/5/11 from Brian Taylor to my Access Indemnity Insurer's solicitor Chris Gee which states *“provision of the new access will not be an issue”*.

18. *To do this your client must be able to demonstrate a legal and historic right to drive over the right of way*. This I have done by way of a Prescriptive Easement founded on 32 years MPV use.

19. In the light of the forgoing and the duty of the council under PPG 2014 to remove constraints to development, I believe this order is fatally flawed, illegal and premature.

20. As my objection to it was not withdrawn, could WC please explain how the recent order for diverting FP14 was not referred to the SoS as required.

21. If the correct procedure was not undertaken in diverting FP14 then I claim the diversion order is not sound. This would open up the opportunity for WC to divert FP5 to join the original route of FP14 (as I have suggested for many years) as a means of overcoming any access issues for the residential development at Coach House – if any exist - as is incumbent upon WC under PPG 2014. Support today by the committee for this Hedd5 order might prejudice such action. Rather than diverting FP5 to adjoin FP14 as I suggested, WC have attempted the reverse, purely to thwart this development.

I have also attached a copy email to Carlton Brand which is self explanatory.

NORTHERN AREA PLANNING COMMITTEE

MINUTES OF THE NORTHERN AREA PLANNING COMMITTEE MEETING HELD ON 4 JUNE 2014 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.

Present:

Cllr Christine Crisp, Cllr Mollie Groom, Cllr Chris Hurst, Cllr Peter Hutton (Vice-Chair), Cllr Simon Killane, Cllr Howard Marshall, Cllr Mark Packard, Cllr Sheila Parker, Cllr Toby Sturgis, Cllr Anthony Trotman (Chairman) and Cllr Philip Whalley

Also Present:

Cllr Chuck Berry and Cllr Jane Scott OBE

57 **Apologies**

All members were present.

58 **Minutes of the previous Meeting**

The minutes of the meeting held on 14 May 2014 were presented.

Resolved:

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

59 **Declarations of Interest**

Cllrs Hurst and Killane declared an interest in agenda item 6c both having previously worked for Dyson. They declared that they would participate and vote with an open mind.

60 **Chairman's Announcements**

There were no Chairman's announcements.

61 **Public Participation and Councillors' Questions**

The Committee noted the rules on public participation.

62 **Planning Applications**

Attention was drawn to the late list of observations provided at the meeting in respect of applications **6b** and **6c** as listed in the agenda pack, and available in Agenda Supplement 1.

63 **14/03701/FUL - Beckett House, Nettleton Green, Nettleton, Chippenham, SN14 7NU**

Public Participation

David Pearce, Claire Holt and Cllr David Kerr, Nettleton Parish Council all spoke in support of the application.

The officer introduced the report which recommended that planning permission be refused. He explained that the site was in an Area of Outstanding Natural Beauty (ANOB), and the impact of the change of use would be significant on the surrounding natural environment which was harmful in visual terms to the character and appearance of the landscape and the ANOB.

There were no technical questions asked.

Members of the public than addressed the committee as detailed above.

The local member, Cllr Jane Scott OBE then addressed the committee and urged members to support the application with conditions to ensure it was used for parking only, that no buildings could be placed on the site and that a sympathetic surface / materials were used.

In the debate that followed the Committee noted that legal parking requirements already exist at the site. The importance of highways safety was acknowledged. Concern was raised over the size and shape of the site of the site, and the lack of linkage to the curtilage.

Resolved:

To REFUSE the application for the following reason:-

The proposed development results in a significant change to the open rural nature of the area and does not preserve the character or appearance of the landscape and defined Area of Outstanding Natural Beauty which is harmful and not justified by any overriding material considerations. The proposal is in conflict with policies C3(ii), NE4 and NE15 of the North Wiltshire Local Plan 2011 and Section 11 of the National Planning Policy Framework.

64 **13/00958/VAR - Oaksey Park, Lowfield Farm, Oaksey, Wiltshire.**

Public Participation

Mark Crocker, Johnathan Hall and Cllr Richard Moody, Chairman – Oaksey Parish Council spoke in objection to the application.

Dr Cooper, Paul Groves and Simon Chambers spoke in support of the application.

The officer introduced the report which recommended that authority be delegated to the Area Development Manager to grant planning permission subject to the signing of a Section 106 agreement and conditions

He explained that the application had been previously deferred at the meeting held on 12 March 2014 to enable officers to seek additional information and provide additional comment. The holiday let scheme had been unviable as a business and there had been no proceedable interest in purchasing with restrictive occupancy attached. An independent report had also concluded that business was unviable.

The Committee then had the opportunity to ask technical questions of officers and it was confirmed that although difficult to speculate if grounds aren't substantive there was a risk of costs.

Members of the public then had the opportunity to address the committee as detailed above.

The local member, Cllr Chuck Berry then addressed the committee, noting the two sides being a family in significant financial stress and the objection of the parish council with support from the village on the issue of non-viability and the impact on amenities and services within the village. He drew attention to the availability of business rates relief of 50%.

In the ensuing debate the Committee raised concern over lowering the numbers of holiday lets available and debated the relevance of the tourism development policy 39 given the lack of viability of the business. The re-use of existing units was welcomed.

Resolved:

To DELEGATE to the Area Development Manager to grant planning permission subject to the signing of a Section 106 agreement and subject to the following conditions:

- 1. Notwithstanding the provision of the Town and Country Planning General Development Order no fences, walls or other means of enclosure other than those shown on the approved plans shall be erected anywhere on site.**

REASON: To ensure that the open areas of the site remain in communal use.

2. The area between the nearside carriageway edge and lines drawn between a point 2.4 metres back from the carriageway edge along the centre line of the access and points on the carriageway edge 160m back from and on both sides of the centre line of the access shall be kept clear of obstruction to visibility at and above a height of 900mm above the nearside carriageway level and maintained free of obstruction at all times.

REASON: In the interests of highway safety in accordance with policy C3 of the North Wiltshire Local Plan 2011.

3. The development hereby permitted shall be served solely from the access shown in drawing c310/1.

REASON: In the interests of highway safety in accordance with policy C3 of the North Wiltshire Local Plan 2011.

4. The workshop / estate yard shall be used only for purposes ancillary to the golf course.

REASON: To prevent an inappropriate independent use.

5. The development hereby permitted relates solely to units 12 – 19 Inclusive as shown on site layout plan Ref 958/10 date stamped 01/08/2013.

REASON: To clarify the extent of the permission.

6. 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 buildings or structures, or gate, wall, fence or other means of enclosure, other than those shown on the approved plans, shall be erected or placed anywhere on the site on the approved plans.

REASON: To safeguard the character and appearance of the area.

7. 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 window, dormer window or rooflight, other than those shown on the approved plans, shall be inserted in the roofslope(s) of the development hereby permitted.

REASON: In the interests of residential amenity and privacy.

- 8. 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.

- 9. Within one month of the date of this permission proposals for the provision and on-going retention of space for the storage of Wheelie Bins at the collection point agreed with Wiltshire Council refuse and waste collection services. The proposals shall include details and arrangements for the management of the space to ensure adequate provision for wheelie bins to serve all properties at the site.**

INFORMATIVES:

- 1. Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.**
- 2. This permission shall be read in conjunction with an Agreement made under Section 106 of the Town and Country Planning Act, 1990.**
- 3. The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence.**
- 4. If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.**

Public Participation

Iris Thompson, David Longridge and Gavin Grant spoke in objection to the application.

Kim Power, Nigel Whitehead, Chris Miles, Cllr John Gundry – Malmesbury Town Council and Cllr Robert Tallon – Brokenborough Parish Council spoke in support of the application.

The officer introduced the report which recommended that planning permission be granted subject to conditions. He noted the scheme included amended plans which showed an adequate landscaping buffer. Highways improvements had been conditioned to be completed prior to first occupation, and there would be no development over the gas pipeline which ran through the site.

He drew attention to an error in the report which was missing condition 13 relating to archaeological works which would be required if the Committee was minded to approve, and this could be delegated to the Area Development Manager.

The Committee then had the opportunity to ask technical questions of officers and it was confirmed that at present the sports facility was not open to the community but the intention was to allow some sort of use. Traffic assessments had been completed with forecasting to allow for additional commitments. Beuttell Way works were not part of the application however officers understood that Dyson were in negotiations with owners to alter the access, and if granted works would happen. An additional grampion condition could be added for details to be agreed prior to the commencement of development. Light pollution was covered under condition 5. The helipad had been sited to cause minimal disturbance and had conditions limiting it for the use of Dyson employees only and limiting the time of day it can be used in. The pelican crossing was not part of the original planning application, but addressed residents concerns. It was estimated that circa 3000 jobs would be created with the new development, not including the knock-on effect.

Members of the public then had the opportunity to address the committee as detailed above.

The local member, Cllr Simon Killane then addressed the committee and spoke in support of the application, highlighting it as a model of positive engagement and working together.

In the debate that followed the committee highlighted the need to add an additional condition relating to archaeological works and informatives on the highways works, in particular those around Beuttell Way and the Nurning roundabout. The benefit to the whole county was noted.

Resolved:

To APPROVE the planning application subject to the following conditions:

- 1. Details of the appearance, layout, and scale of the development hereby permitted (hereinafter called "the reserved matters") shall be submitted to and approved in writing by the local planning authority before any development begins and the development shall be carried out as approved.**

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2. Application for approval of the reserved matters shall be made to the local planning authority not later than three years from the date of this permission.**

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004

- 3. The development hereby permitted shall begin no later than two years from the date of approval of the last of the reserved matters to be approved.**

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 4. The development shall comply with the following requirements:**

- i. the gross internal floor space of the indoor sports facility shall not exceed 1850 sq m.**
- ii. the gross internal floor space of the building to be used for an energy centre shall not exceed 600 sq m.**
- iii. the gross internal floor space of the buildings to be used for Research and development (B1(b)) shall not exceed 25800 sq ms.**
- iv. the gross internal floor space of the buildings to be used for non Research and development (B1(a)) shall not exceed 10000 sq ms.**
- iv. the gross internal floor space of the buildings to be used for an ancillary cafe and reception shall not exceed 1700 sq ms.**
- v. The total number of parking spaces shall not exceed 1414**

REASON: For the avoidance and in the interest of proper planning.

5. **An Urban Design and Landscape Framework Plan for the development of the site hereby permitted shall be submitted to and agreed in writing by the local planning authority no later than the first submission for approval of any of the reserved matters.**
 - a. **The location, orientation and heights of buildings;**
 - b. **The format of pedestrian routes and vehicular routes within the site;**
 - c. **Tree and hedgerow protection plan**
 - d. **Landscaping details including planting plans, species and density of planting**
 - e. **Hard and soft landscaping details**
 - f. **Landscape phasing plan which shall include cut & fill ground modelling and advanced structure planting.**
 - g. **Landscape Management Plan setting out the long-term ecological management of all semi-natural habitat types and the maintenance of the protected species populations.**
 - h. **Materials to be used in the construction of the external surfaces of the structures of the buildings**
 - i. **External lighting details including, type of light appliance, the height and position of fitting, illumination levels and light spillage**

Development shall be carried out in accordance with the approved Urban Design and Landscape Framework Plan.

REASON: To ensure the satisfactory appearance of the development.

6. **Before any application for approval of reserved matters is submitted a Phase 2 botanical survey and a reptile survey shall be submitted to and approved in writing by the local planning authority. The plan shall include recommendations for appropriate and proportionate mitigation compensation measures for losses of priority / BAP habitat and the protection of reptile populations. Development shall be carried out in accordance with these details.**

REASON: To ensure that the development does not have an adverse impact on the ecology of the area.

7. **The development authorised by this permission shall not begin until the local planning authority has approved in writing a full scheme of works for improvement to the Tetbury Hill/Tetbury road, Tetbury Road A429 and Whychurch junctions. The occupation of the development shall not begin until those works have been completed in accordance with the local planning authority's approval and have been certified in writing as complete by or on behalf of the local planning authority.**

REASON: To ensure that adequate highway capacity is available to accommodate the additional traffic generation by the proposed development.

- 8. No development shall commence on site until details of the improvements to pedestrian crossing facilities on Tetbury Hill have been submitted to and approved in writing by the Local Planning Authority. Those improvements shall be completed in accordance with the approved details prior to the first occupation or use of any part of the development hereby permitted.**

REASON: In the interests of highway safety.

- 9. No building on the development hereby approved shall be occupied until the appropriate parking spaces together with a vehicular access thereto has been provided in accordance with details submitted to and approved in writing by the Local Planning Authority. The said space shall not be used other than for the parking of vehicles associated with the use of the site or for the purpose of access.**

REASON: To ensure that adequate provision is made for parking within the site in the interests of highway safety

- 10. Aircraft movements within the site shall take place only between 07:00 and 20:00, except in an emergency.**

REASON: In the interest of the residential amenities of adjoining properties

- 11. The Helicopter pad hereby approved shall be only be used for purposes ancillary to the use of the site.**

REASON: in the interest In the interest of the residential amenities of adjoining properties.

- 12. No development shall take place within the application site until the applicant, or their agents or successors in title, has secured a written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority. The approved programme of archaeological work shall be carried out in accordance with the approved details.**

REASON: To enable the recording of any matters of archaeological interest.

13. No development shall commence within the application site until:

- a) A written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority; and**
- b) The approved programme of archaeological work has been carried out in accordance with the approved details.**

REASON: To enable the recording of any matters of archaeological interest.

INFORMATIVES:-

- 1. The applicant is advised that the Local Planning Authority consider that the detailed designs for the development hereby permitted including traffic junctions and related highways works should be the subject of comprehensive public engagement and consultation.**
- 2. The applicant is advised that the Local Planning Authority consider that the detailed design for traffic junction works at the proposed Nurdington roundabout/junction scheme should be the subject of comprehensive engagement and consultation including a site meeting with the residents of the neighbouring residential property known as Inglenook, Crudwell Rd, Malmesbury SN16 9JL. Also that the design of the proposed secondary egress from the site at Beuttel Way should be the subject of comprehensive engagement and consultation with neighbouring properties including any residents and businesses.**

66 **Urgent Items**

There were no urgent items.

(Duration of meeting: 6.00 - 8.25 pm)

The Officer who has produced these minutes is Kirsty Butcher, of Democratic Services, direct line 01225 713948, e-mail kirsty.butcher@wiltshire.gov.uk

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NORTHERN AREA PLANNING COMMITTEE

DRAFT MINUTES OF THE NORTHERN AREA PLANNING COMMITTEE MEETING HELD ON 25 JUNE 2014 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.

Present:

Cllr Glenis Ansell (Substitute), Cllr Chuck Berry (Substitute), Cllr Christine Crisp, Cllr Mollie Groom, Cllr Chris Hurst, Cllr Peter Hutton (Vice-Chair), Cllr Simon Killane, Cllr Toby Sturgis, Cllr Anthony Trotman (Chairman), Cllr Nick Watts (Substitute) and Cllr Philip Whalley

Also Present:

Cllr Howard Greenman

67 Apologies

Apologies were received from Councillors Mark Packard, Howard Marshall and Sheila Parker.

Councillor Parker was substituted by Councillor Chuck Berry.
Councillor Marshall was substituted by Councillor Glenis Ansell.
Councillor Packard was substituted by Councillor Nick Watts.

68 Minutes of the Previous Meeting

The minutes of the meeting held on 4 June 2014 were presented for consideration and it was,

Resolved:

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

69 Declarations of Interest

Councillor Peter Hutton declared a non-pecuniary interest in application 13/05214/FUL: Malmesbury Tennis Club, due to the contribution of the council's Public Protection Team (Environmental Health), given his position as Portfolio Holder for Public Protection, but declared he had no involvement in this specific application in any way, and therefore participated and voted on the item.

70 Chairman's Announcements

There were no announcements.

71 **Public Participation and Councillors' Questions**

The Committee noted the rules on public participation.

72 **Planning Applications**

Attention was drawn to the late list of observations provided at the meeting, provided in an agenda supplement.

73 **13/05214/FUL - Malmesbury Tennis Club, Tetbury Hill Gardens, Tetbury Hill, Malmesbury, SN16 9JP**

Public Participation

Mr Miles Edmeston, Chairman of Malmesbury Tennis Club, spoke in support of the application.

Mr Chris Miles spoke in support of the application.

Mrs Jo Kitching spoke in support of the application.

The Area Team Leader presented their report which recommended the application be approved. The key issues were stated to include the access and impact on highways, residential amenity and local ecology. Attention was drawn to the late observations and the proposed alteration of some conditions, as well as noting that the applicant's had stated that a temporary permission would not enable them to secure the grant funding being sought from the Lawn Tennis Association.

Members then had the opportunity to ask technical questions of the officer. Details were sought on the timing controls for the operation of the floodlighting, noise concerns and the enforcement of a traffic management scheme.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Councillor Simon Killane, then spoke in support of the application provided the work to mitigate the concerns of residents was achieved.

A debate followed, where the community benefit of expanding the Tennis Club was raised, but that this would increase traffic to the site and that the proposed Travel Plan needed to be sufficient and should be reviewed in the future to ensure this.

At the conclusion of debate, it was,

Resolved:

That authority be delegated to the Area Development Manager to grant Planning Permission subject to agreement of an amendment to the Travel Plan to incorporate provisions for review at appropriate intervals to be agreed with the applicant and subject to the following conditions:

- 1 The development of the tennis courts and mini court 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 practice wall hereby approved shall be discontinued and the land restored to its former condition on or before a date 12 months from when first brought into use in accordance with a scheme of work, including a timetable for restoration, first submitted to and approved in writing by the Local Planning Authority.**

REASON: The use may be potentially detrimental to the amenities of neighbouring occupiers in terms of noise and light pollution, but there is insufficient evidence to enable the authority to be sure of its effect.

- 3 The floodlights hereby approved shall not be illuminated outside the hours of 09:00 to 21:30 on any day and shall be controlled on a timer.**

REASON: In the interests of residential amenity.

- 4 During the construction phase no machinery shall be operated, no process shall be carried out and no delivery shall be taken or dispatched from the site outside of the following hours; Monday to Friday 07:30 to 18:00, Saturday 08:00 to 13:00, nor anytime on Sundays or public holidays.**

REASON: In the interests of residential amenity.

- 5 All development shall be carried out in accordance with the recommendations set out in Section 4 of the submitted Ecological Appraisal (Clarke Webb Ecology Limited, 8th November 2012), unless otherwise agreed in writing with the Local Planning Authority.**

REASON: To safeguard protected species during the construction phase of development.

- 6 No demolition, site clearance or development shall commence on site until an Arboricultural Method Statement (AMS) prepared by an arboricultural consultant providing comprehensive details of construction works in relation to trees shall be submitted to, and approved in writing by, the Local Planning Authority. All works shall subsequently be carried out in strict accordance with the approved details. In particular, the method statement must provide the following:**

- A specification for protective fencing to trees during both demolition and construction phases which complies with BS5837:2012 and a plan indicating the alignment of the protective fencing;**

- A specification for scaffolding and ground protection within tree protection zones in accordance with BS5837:2012
- A schedule of tree works conforming to BS3998.
- Details of general arboricultural matters such as the area for storage of materials, concrete mixing and use of fires;
- Plans and particulars showing the siting of the service and piping infrastructure this should also include details of the floodlighting;
- A full specification for the construction of any no-dig specification and extent of the areas to be constructed using a no-dig specification;
- Details of the works requiring arboricultural supervision to be carried out by the developer's arboricultural consultant, including details of the frequency of supervisory visits and procedure for notifying the Local Planning Authority of the findings of the supervisory visits; and
- Details of all other activities, which have implications for trees on or adjacent to the site.

REASON: In order that the Local Planning Authority may be satisfied that the trees to be retained on and adjacent to the site 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 and section 197 of the Town & Country Planning Act 1990.

- 7
- a) No retained tree shall be cut down, uprooted or destroyed, nor shall any retained tree be topped or lopped other than in accordance with the approved plans and particulars, without the prior written approval of the Local Planning Authority. Any topping or lopping approved shall be carried out in accordance with British Standard 3998 (Tree Work).
 - b) If any retained tree is removed, uprooted or destroyed or dies, another tree shall be planted at the same place and that tree shall be of such size and species and shall be planted at such time, as may be specified in writing by the Local Planning Authority.
 - c) No equipment, machinery or materials shall be brought on to the site for the purpose of the development, until a scheme showing the exact position of protective fencing to enclose all retained trees beyond the outer edge of the overhang of their branches in accordance with British Standard 5837 (2012): Trees in Relation to Construction, has been submitted to and approved in writing by the Local Planning Authority, and; the protective fencing has been erected in accordance with the approved details. This fencing shall be maintained until all equipment, machinery and surplus materials have been removed from the site. Nothing shall be stored or placed in any area fenced in accordance with this condition and the ground levels within those areas shall not be altered, nor shall any excavation be made, without the prior written consent of the Local Planning Authority.

In this condition "retained tree" means an existing tree which is to be retained in accordance with the approved plans and particulars; and paragraphs (a) and (b) above shall have effect until the expiration of five years from the first occupation or the completion of the development, whichever is the later.

REASON: To enable the local planning authority to ensure the retention of trees on the site in the interests of visual amenity.

8 The development hereby permitted shall be carried out in accordance with the following approved plans:

- 3684/05 - Site location plan, date stamped 22nd October 2013
- Tree Constraints Plan, May 2014
- 3684/51 Rev C - Existing and proposed site layouts & existing photographs, received 2nd April 2014
- Malmesbury Tennis Club Travel Plan, received 3rd June 2014

REASON: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVE:

Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.

The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence.

If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.

74 **14/03544/FUL - Land At Hazelwood Farm, Seagry Road, Sutton Benger, Wiltshire**

Public Participation

Mrs Kathy Smedley spoke objection to the application.

Mr David Wynne-Davies spoke in objection to the application.

Mr Bruce Groves spoke in objection to the application.

Cllr Glenda Woodville, Sutton Benger Parish Council, spoke in objection to the application.

The Senior Planning Officer presented their report which recommended the application be delegated for approval subject to the signing of a s.106 legal

agreement. Key issues were stated to include the principle of development, impact upon drainage, ecology, highway safety, character and appearance of the area, and s.106 contributions. It was noted there was extant permission to demolish the farm building currently on the site and redevelop for residential purposes. Attention was also drawn to the late observations and some proposed amended conditions.

Members of the Committee then had the opportunity to ask technical questions of the officer. In response to queries it was stated the accesses into the site had been designed to accommodate waste collection services. It was also confirmed that although the adjacent development site was now being undertaken by the same developers, each was still subject to their own legal agreements. Further detail was sought on flooding in the area and it was confirmed that the ponds that had previously been included as part of the application had been for ecological mitigation, not flood mitigation, and that this was now considered unnecessary with the increased public open space alongside the river in the north of the site.

Members of the public then had the opportunity to address the Committee with their views, as detailed above.

The Local Member, Councillor Howard Greenman, then spoke in objection to the application due to the unsuitability of the site due to flooding and drainage concerns, and requested further negotiations towards the extent of and targeting of s.106 contributions, particular with regards play equipment.

A debate followed, where the design and density of the site was assessed, along with the measures taken to mitigate flood risk on the site. On and off site s.106 contributions were debated, along with parking provision and amount of affordable housing.

At the conclusion of debate, it was,

Resolved:

That subject to the completion of a S106 legal agreement to secure contributions in respect of on-site affordable housing and public open space, and off-site contributions in respect of primary and secondary education provision, drainage improvements, leisure provision and play equipment, to delegate to the Area Development Manager to GRANT planning permission, 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 all the existing buildings on site have been permanently demolished and all of the demolition materials and debris resulting there from has been removed from the site.

REASON: In the interests of the character and appearance of the area and neighbouring amenities.

- 3) No development shall commence on site until a sample panel of stonework to be used in the external surfaces of the development hereby permitted, 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.

- 4) No development shall commence on site until a sample panel of the render to be used on the external walls not less than 1 metre square, has been made available 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 and retained as such in perpetuity.

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

- 5) 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 buildings 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.

- 6) No part of the development hereby permitted shall be first brought into use until the access (road width at entrance to site 5.5m width), and layout have been completed in accordance with details shown on the approved drawing RHSW.5320.02.SA001 'Site Access Arrangements'. The areas shall be maintained for those purposes at all times thereafter.

REASON: In the interests of highway safety.

- 7) No part of the development hereby permitted shall be first brought into use and parking spaces have been completed in accordance with the details shown on the approved plans and Parking Schedule submitted 10 June 2014). The areas shall be maintained for those purposes at all times thereafter.

REASON: To ensure that adequate provision is made for parking within the site in the interests of highway safety.

- 8) No part of the development shall be first occupied until the visibility splays shown on the approved plans have been provided with no obstruction to visibility as detailed on drawing RHSW.5320.02.SA001 'Site Access Arrangements'. The visibility splays shall be maintained free of obstruction at all times thereafter.

REASON: In the interests of highway safety

- 9) The roads, including footpaths and turning spaces, shall be constructed so as to ensure that, before it is occupied, each dwelling has been provided with a properly consolidated and surfaced footpath and carriageway to at least base course level between the dwelling and existing highway. In line with drawing RHSW.5320.02.SA001 'Site Access Arrangements'

REASON: To ensure that the development is served by an adequate means of access.

- 10)The dwelling known as Plot 74 of the development hereby permitted shall not be first occupied until the access, 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.

11) Notwithstanding the approved drawings, no works shall commence until details of the following have been submitted to and approved in writing by the Local Planning Authority:

- (i) Full details of the estate roads, footways, footpaths, verges, junctions, street lighting, sewers, drains, retaining walls / walls, service routes, surface water outfall, visibility splays, accesses, carriageway gradients, driveway gradients, car parking and street furniture, including timetable for provision of such works unless an alternative timetable is agreed in the approved details;**
- (ii) Full details of the improvements to Public Footpath 8;**
- (iii) Submission of a Landscape and Ecological Management Plan, to include details of pre and post-construction measures together with monitoring details; and**
- (iv) Full details and samples of all external materials.**

The works shall be carried out in accordance with the approved details.

REASON: In the interests of the character, appearance, amenity and highway safety of the area.

12) Notwithstanding references to the introduction of ponds, the ecological mitigation measures detailed in the approved Ecological Assessment [EAD Ecological Consultants, December 2012] shall be carried out in full prior to the first occupation of the development and in accordance with the approved timetable detailed in the Ecological Assessment.

REASON: To mitigate against the loss of existing biodiversity and nature habitats.

POLICY: National Planning Policy Framework paragraph 118.

13) The necessary parts of the East stone boundary wall shall be carefully dismantled and stored in a dry and secure place for re-use wherever possible in the works to construct the replacement East stone boundary wall. The materials shall not be disposed of or otherwise taken off-site without the prior written approval of the Local Planning Authority.

REASON: In the interests of preserving the character and appearance of the Conservation Area and its setting.

14) Finished floor levels shall be set no lower than 55.305 metres above Ordnance Datum in accordance with the Flood Risk Assessment (Hydrock, dated March 2014, Ref: R/C14161/002).

REASON: To reduce the risk of flooding to the proposed development and

future occupants.

15)No development shall commence until a surface water drainage scheme for the site incorporating sustainable drainage details, in accordance with the Flood Risk Assessment (Hydrock, dated March 2014, Ref: R/C14161/002), has been submitted to and approved in writing by the local planning authority. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed. The scheme shall also include details of how the scheme shall be maintained and managed after completion.

REASON: To prevent the increased risk of flooding and ensure future maintenance of the surface water drainage system.

16)No development shall commence on site until details of the works for the disposal of sewerage including the point of connection to the existing public sewer have been submitted to and approved in writing by the Local Planning Authority. No dwelling shall be first occupied until the approved sewerage details have been fully implemented in accordance with the approved plans.

REASON: To ensure that the proposal is provided with a satisfactory means of drainage and does not increase the risk of flooding or pose a risk to public health or the environment.

17)No materials, including spoil arising from excavation works, shall be deposited (either permanently or temporarily) within Flood Zone 3 as delineated by the red line separating the development area and the informal public open space area shown on the 'Planning Layout' drawing in Appendix B, and the 'EA Flood Zone Mapping' in Figure 1 on page 4, of the Flood Risk Assessment (Hydrock, dated March 2014, Ref: R/C14161/002).

REASON: To ensure that there will be no increased risk of flooding to other land/properties due to impedance of flood flows and/or reduction of flood storage capacity.

18)No development shall commence on site until an investigation of the history and current condition of the site to determine the likelihood of the existence of contamination arising from previous uses has been carried out and all of the following steps have been complied with to the satisfaction of the Local Planning Authority:

Step (i) A written report has been submitted to and approved by the Local Planning Authority which shall include details of the previous uses of the site for at least the last 100 years and a description of the current condition of the site with regard to any activities that may have

caused contamination. The report shall confirm whether or not it is likely that contamination may be present on the site.

Step (ii) If the above report indicates that contamination may be present on or under the site, or if evidence of contamination is found, a more detailed site investigation and risk assessment shall be carried out in accordance with DEFRA and Environment Agency's "Model Procedures for the Management of Land Contamination CLR11" and other authoritative guidance and a report detailing the site investigation and risk assessment shall be submitted to and approved in writing by the Local Planning Authority.

Step (iii) If the report submitted pursuant to step (i) or (ii) indicates that remedial works are required, full details have been submitted to the Local Planning Authority and approved in writing and thereafter implemented prior to the commencement of the development or in accordance with a timetable that has been agreed in writing by the Local Planning Authority as part of the approved remediation scheme. On completion of any required remedial works the applicant shall provide written confirmation to the Local Planning Authority that the works have been completed in accordance with the agreed remediation strategy.

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.

19) No development shall commence on site (including any works of demolition), until a Construction Method Statement, which shall include the following:

- (i) the parking of vehicles of site operatives and visitors;**
- (ii) loading and unloading of plant and materials;**
- (iii) storage of plant and materials used in constructing the development;**
- (iv) the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;**
- (v) wheel washing facilities;**
- (vi) measures to control the emission of dust and dirt during construction;**
- (vii) a scheme for recycling/disposing of waste resulting from demolition and Construction works;**
- (viii) measures for the protection of the natural environment;**
- (ix) hours of construction, including deliveries; and**
- (x) demolition works and disposal of demolition materials**

has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be complied with in full throughout the construction period.

The development shall not be carried out otherwise than in accordance with the approved construction method statement.

REASON: To minimise detrimental effects to the neighbouring amenities, the

amenities of the area in general, detriment to the natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

- 20) The development hereby permitted shall be carried out in accordance with the following approved plans:

RHSW.5320.02.SH001 rev A - Storey Height Plan
RHSW.5320.02.SL001 rev A - Slab Levels
RHSW.5320.02.SS001 rev A - Site Section A-A
RHSW.5320.02.SS002 rev A - Street Scenes

Received 2 April 2014

House Type Booklet (Proposed Floor Plans and Elevations)

Received 3 April 2014

RHSW.5320.02.AP001 rev B - Adoption Plan
RHSW.5320.02.BM001 rev C - Boundary Material Plan
RHSW.5320.02.DM001 rev B - Dwelling Material Plan
RHSW.5320.02.LP001 rev B - Location Plan
RHSW.5320.02.PL001 rev D - Planning Layout
RHSW.5320.02.SA001 - Site Access Arrangements
SB.LS.07 rev B - Proposed Planting Plots 64 to 84 and Associated Open Space

Received 10 June 2014

REASON: For the avoidance of doubt and in the interests of proper planning.

21)INFORMATIVE TO APPLICANT:

Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.

22)INFORMATIVE TO APPLICANT:

This permission shall be read in conjunction with an Agreement made under Section 106 of the Town and Country Planning Act, 1990 and dated the [INSERT].

23)INFORMATIVE TO APPLICANT:

The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence.

If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.

24)INFORMATIVE TO APPLICANT:

Please note that Council offices do not have the facility to receive material samples. Please deliver material samples to site and inform the Planning Officer where they are to be found.

25)INFORMATIVE TO APPLICANT:

Under the terms of the Water Resources Act 1991 and the Land Drainage Byelaws the prior written consent (Flood Defence Consent) of the Environment Agency is required for any proposed works (permanent or temporary) or structures (including any surface water drainage outfall) in, under, over or within 8 metres of the top of the bank of the Sutton Benger Brook, designated a 'main' river. The need for this consent is over and above the need for planning consent. The applicant is advised to contact Daniel Griffin on 01258 483421 to discuss the scope of our controls.

26)INFORMATIVE TO APPLICANT:

The development should include water efficient systems and fittings. These should include dual-flush toilets, water butts, water-saving taps, showers and baths, and appliances with the highest water efficiency rating (as a minimum). Greywater recycling and rainwater harvesting should be considered. An appropriate submitted scheme to discharge the condition will include a water usage calculator showing how the development will not exceed a total (internal and external) usage level of 105 litres per person per day.

75 **14/03953/FUL - Flistridge Farm, Upper Minety, Malmesbury, Wiltshire, SN16 9PY**

Public Participation

Mr Hans Kuropatwa, applicant, spoke in support of the application.

Mrs Charlotte Watkins, town planner, spoke in support of the application.

Cllr Charles Cook, Minety Parish Council, spoke in support of the application.

The Area Team Leader presented their report which recommended the application be refused. Key issues were stated to include the impact of the proposal on the open countryside. It was stated that officers considered the proposed ancillary accommodation being tantamount to a new dwelling due to its separation from the main dwelling. Reference was made to late observations relating to the matters considered in the determination of the application.

Members of the Committee then had the opportunity to ask technical questions of the officer.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Councillor Chuck Berry, then spoke in support of the application, stating that a restriction against the ancillary dwelling being separately sold could be imposed.

A debate followed, where the scale and amenity of the proposed ancillary accommodation was discussed, along with its significant distance from the main dwelling and location next to the existing stable doors.

At the conclusion of debate, it was,

Resolved:

That the application be refused for the following reason:

The proposed location of the ancillary accommodation separate to the main dwelling house known as Flisteridge Farm is considered to be inappropriate for the purpose of providing ancillary accommodation for elderly relatives and does not achieve an adequate level of residential amenity for future occupants. By way if its design, scale and location the proposed extension is considered tantamount to a new dwelling in the open countryside remote from local services, facilities and transport services and is therefore unsustainable. Due to these reasons the development is contrary to policies NE15, C3 and H8 of the adopted North Wiltshire Local Plan 2011.

76 **Urgent Items**

There were no urgent items.

(Duration of meeting: 6.00 - 8.30 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line 01225 71504, e-mail kieran.elliott@wiltshire.gov.uk

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

EASTERN AREA PLANNING COMMITTEE

DRAFT MINUTES OF THE EASTERN AREA PLANNING COMMITTEE MEETING HELD ON 5 JUNE 2014 IN THE WESSEX ROOM - THE CORN EXCHANGE, MARKET PLACE, DEVIZES, SN10 1HS.

Present:

Cllr Stewart Dobson, Cllr Peter Evans, Cllr Nick Fogg MBE, Cllr Richard Gamble, Cllr Charles Howard (Chairman), Cllr Jerry Kunkler, Cllr Paul Oatway and Cllr James Sheppard (Substitute)

Also Present:

Cllr Liz Bryant, Cllr Jemima Milton and Cllr Jonathon Seed

25. Apologies for Absence

Apologies for absence were received from Councillor Mark Connolly. Councillor Connolly was substituted by Councillor James Sheppard.

26. Minutes of the Previous Meeting

The minutes of the meeting held on 3 April 2014 were presented for consideration, and it was,

Resolved:

That subject to amending Minute 19 to read ‘Mr Peter Gallagher spoke on behalf of the Ramblers Association in objection to the Officer’s Recommendation’, to APPROVE as a true and correct record and sign the minutes.

27. Declarations of Interest

Councillor James Sheppard declared a non-pecuniary interest in application 14/02863/FUL: St John’s Marlborough, Granham Hill, by virtue of having two children in attendance at the school who could possibly attend the Sixth Form there. He confirmed he would consider the application on its merits with an open mind and would debate and vote on the item.

Councillors Stewart Dobson and Nick Fogg also declared non-pecuniary interests in application 14/02863/FUL by virtue of being members of Marlborough Town Council, who had considered the application previously. Neither had voted at the Town Council meeting and would consider the

application on its merits with an open mind, and would debate and vote on the item.

Councillor Richard Gamble also declared a non-pecuniary interest in application 14/02863/FUL by virtue of being the Council's Portfolio Holder for Schools, Skills and Youth, but stressed that the Council was not responsible for post-16 education provision of academies, and was therefore able to consider the application on its merits with an open mind, and would debate and vote on the item.

28. Chairman's Announcements

There were no announcements.

29. Public Participation and Councillors' Questions

The rules on public participation were noted.

There were no questions or statements submitted.

30. Planning Appeals

A report from the Area Development Manager on the outcome of appeals arising from Committee and Officer determined applications for 2013 was presented.

Resolved:

To note the update.

31. Planning Applications

The following applications were determined:

32. 14/02863/FUL: St John`s Marlborough, Granham Hill, Marlborough, SN8 4AX

Public Participation

Mr Alan Titcombe, resident, spoke in objection to the application.

Mr Gordon Hutt, Chairman of Ducks Meadow Residents Association, spoke in objection to the application.

Mrs Debbie Lorraine, Ducks Meadow Residents Association, spoke in objection to the application.

Mr Martin Cook, Assistant Head Marlborough St John`s, spoke in support of the application.

Miss Ellen Trevaskiss, pupil, spoke in support of the application.

Mrs Karen Davis, applicant and Chief Financial Officer of Marlborough St John`s, spoke in support of the application.

Cllr Justin Cook, Marlborough Town Council, spoke in objection to the application.

The Senior Planning Officer introduced the application which recommended the application be granted. Key issues were stated to include the design of the proposed building and any impact on nearby residential amenity and traffic impacts, particularly off-site parking. Details were provided of late representations in objection and support of the application.

A correction was made to the officer report, which had stated "*To meet current parking standards the proposal should be looking to meet a maximum number of around 126 spaces for staff and pupils for the sixth form requirement of 1 space per 4 students*". It was stated that the proper ratio is 1 space per 10 students applied to the new build, which with spaces for associated staff and parents gives a requirement for 14 spaces.

Members of the Committee then had the opportunity to ask technical questions of the officer. Further clarification was sought on national and council parking standards, and details that would need to be provided in an updated school Travel Plan, which it was confirmed would need to be completed by March 2015. In response to queries over the location of the proposed build, it was stated that the presence of a gas pipe running under the site limited where construction of the new extension could take place.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local member, Councillor Nick Fogg, then spoke in support of the application, while expressing disappointment that a Travel Plan to resolve parking concerns had not already been completed.

Cllr Jemima Milton, adjoining Division Member, then spoke in support of the application, highlighting the need for the school to expand and its importance to the town and wider area.

A debate followed, where the procedure for completion of the Travel Plan was discussed, and that it would be beneficial for the Marlborough Division Members to be consulted on its development.

Parking capacity on the site was raised, as well as the impact of students parking in the nearby residential streets, with options such as more spaces on the site, overflow parking sites, designated spacing for students and a resident's parking scheme discussed. Members were informed of a former Wiltshire Council education facility near to the site had existing parking facilities, and senior officers had been contacted to determine whether this could be utilised by the school, with a positive initial response, which would provide flexibility and more time to seek a more permanent parking solution.

Members discussed local and national policy in respect of school expansion, and it was noted that the planned extension was to be funded by a government grant which would be lost should it not be developed quickly, but that the concerns of local residents also needed to be carefully addressed. In respect of

the design and its impact on the nearby residence, it was confirmed rear facing windows would be obscured glazing and above eye level.

At the conclusion of debate, it was,

Resolved:

That planning permission be GRANTED, 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 details 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.

- 3 No part of the development hereby approved shall be first brought into use until a Green Travel Plan has been submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall include details of implementation and monitoring and shall be implemented in accordance with these agreed details. The results of the implementation and monitoring shall be made available to the Local Planning Authority on request, together with any changes to the plan arising from those results.**

REASON: In the interests of road safety and reducing vehicular traffic to the development.

- 4 No part of the development hereby approved shall be first brought into use until the additional parking areas shown on the approved plans have been laid out in accordance with the approved details. These areas 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.

- 5** Before the development hereby permitted is first occupied the first floor high level windows in the rear elevation shall be glazed with obscure glass only and the windows shall be permanently maintained with obscure glazing in perpetuity.

REASON: In the interests of residential amenity and privacy.

- 6** No development shall commence on site until a drawing showing proposed habitat enhancements within the site has been submitted to and approved in writing by the local planning authority. The approved enhancements shall be carried out in the first planting season following the first occupation of the new building.

REASON: In the interest of conserving and enhancing the biodiversity of the site.

- 7** No exterior lighting shall be introduced to light the building.

REASON: In order not to interfere with the bat populations which use the tree line along the adjacent disused railway line.

- 8** The development hereby permitted shall be carried out in accordance with the following approved plans: 3749/102A, 3749/103B, 3749/104B, 3749/105A and 3749/106B, received 28/04/14 and 3749/101C, 3749/303A, 3749/304A and 3749/305B received 16/05/14

REASON: For the avoidance of doubt and in the interests of proper planning.

- 9** **INFORMATIVE TO THE APPLICANT:**

The applicant should be aware that there are several records of slow worms and grass snakes in close proximity to the school site and it would therefore be prudent to engage an ecological clerk of works during the construction phase to ensure that reptiles are not at risk from construction processes.

- 10** **INFORMATIVE TO THE APPLICANT:**

The applicant should engage a suitably qualified consultant ecologist to assist with the design and layout of the habitat enhancements required by condition no. 6, to ensure its likely

effectiveness and appropriateness within the site.

11 INFORMATIVE TO THE APPLICANT:

A Wiltshire Council former education facility lies nearby the application site. The closed site is still owned by Wiltshire Council and has parking facilities for over 20 cars. The applicant is advised to investigate with Wiltshire Council whether this site could be made available to St John's to provide additional parking spaces until it is required for some other use by the Council.

It was resolved that the Marlborough Division Members should be consulted during the preparation of the Green Travel Plan required under condition 3 of the planning permission.

Cllr Fogg left the meeting after the conclusion of this item.

33. 13/06712/VAR: Land off Melksham Road, Westbrook Park Farm, Westbrook, Bromham

Public Participation

Mr David Johnson, applicant, spoke in support of the application.

Mr Lance Beale, resident, spoke in support of the application,

The Senior Planning Officer introduced a report which recommended the application be refused. The key issue was stated to be the impact on highway safety of the development undertaken and which would be approved by variance of the existing conditions on the site. It was stated that the grinding down of the existing kerbs had damaged their structural integrity and was dangerous, and the council could be liable for any damage or injury that resulted.

Members of the Committee then had the opportunity to ask technical questions of the officer. Details were sought on the cost of replacing the type of kerbs required with the existing conditions and in response to queries it was confirmed the increased scale of the access would be an improvement to the highway, if proper kerbing and appropriately wide consolidated material rather than looser materials, was in place.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local member, Councillor Liz Bryant, and adjoining Division Member, Councillor Jonathon Seed, then spoke in support of the application, stating that the current access was safe and of common use in the area. The site was for private not commercial use, and it was questioned why a commercial standard had been requested for the width of the consolidated material.

A debate followed, where the importance of following appropriate standards was emphasised, and that though not a commercially used site, traffic through it

was quite frequent and included heavy vehicles which could cause damage as a result of the lack of compliance to the original conditions.

At the conclusion of discussion, it was,

Resolved:

That planning permission be REFUSED for the following reason:

- 1. The proposed variation of conditions 3 and 4 of planning permission E/09/1558/FUL would result in an adverse impact on highway safety. The conditions as originally worded are necessary to ensure no detriment to structure of the existing highway, and to ensure vehicles can safely enter and exit the application site without detriment to the free flow of traffic and highway safety along the A3102 road. The proposed development would therefore be contrary to saved policy PD1 of the Kennet Local Plan 2011 and Core Policies 60 and 62 of the emerging Wiltshire Core Strategy.**

34. Urgent items

There were no urgent items.

(Duration of meeting: 6.00 - 8.20 pm)

The Officer who has produced these minutes is Kieran Elliott, of Democratic Services, direct line 01225 718504, e-mail kieran.elliott@wiltshire.gov.uk

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SOUTHERN AREA PLANNING COMMITTEE

MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING HELD ON 1 MAY 2014 AT THE GUILDHALL, MARKET PLACE, SALISBURY, WILTSHIRE, SP1 1JH.

Present:

Cllr Richard Clewer, Cllr Brian Dalton, Cllr Christopher Devine (Vice-Chair), Cllr Jose Green, Cllr Mike Hewitt, Cllr Ian McLennan, Cllr John Smale (Substitute), Cllr Ian Tomes, Cllr Fred Westmoreland (Chairman) and Cllr Ian West

Also Present:

Cllr Mary Douglas and Cllr Julian Johnson

46 Apologies for Absence

Apologies for absence were received from Cllr Richard Britton and Cllr George Jeans.

Cllr Britton was substituted by Cllr John Smale.

47 Minutes

The minutes of the meeting held on 10 April 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes.

48 Declarations of Interest

Cllr Brian Dalton declared a non-pecuniary interest in the Kings Arms, High Street, Downton, by virtue of being a member of CAMRA (Campaign for Real Ale). He stated that he would consider the application with an open mind and on its merits

49 Chairman's Announcements

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

50 **Public Participation and Councillors' Questions**

The Committee noted the rules on public participation.

51 **Planning Appeals**

The committee received details of the appeal decisions as detailed in the agenda.

It was noted that '18c Firs Road, Firsdown' had been previously refused at appeal by the inspector and then was later approved; no changes had appeared to have been made to the application.

52 **Planning Applications**

53 **14/00549/FUL - Kings Arms, High Street, Downton, Salisbury, SP5 3PG**

Public Participation

Mr Paul Charity, Mr Peter Wicks and Mr Nick Sayer spoke in objection to the application.

Mr Steve Culverhouse (agent) and Mr Stevens spoke in support of the application.

Cllr Harrison of Downton Parish Council spoke in support of the application.

The planning officer presented his report to the Committee which recommended that planning permission be approved subject to conditions.

The officer raised issues including the impact on the character, setting and historic fabric of the listed building and the impact on amenity of neighbouring residents and uses. The application was recommended for approval subject to the applicant entering into an appropriate legal agreement with the Council to make financial provision towards recreational open space (in accordance with local plan policy R2) and subject to Conditions.

An additional correspondence was circulated at the meeting.

Members then had the opportunity to ask technical questions of the officer. These included questions on the viability of the development. Specific details were sought on the marketing of the property. The use of surrounding land within the boundary wall was raised. It was asked if the parish council had been engaged to discuss a potential community use; due to the condition of the building this was not found as viable.

Members of the public then had the opportunity to present their views to the Committee as detailed above.

The Local Member, Cllr Julian Johnson, spoke in favour of the application due to viability issues of the Kings Arms as a public house and the presence of three other pubs in Downton. Cllr Johnson stated that many of the representations against the application were from addresses outside of Downton and many others were duplicated from the same address.

A debate followed that included concern being raised by Members over the viability of the property as a public house. Members discussed the location of the property within the village and its appearance in Downton. The need to protect public houses in the county from closure was raised. The validity of the presented evidence and the proximity of the surrounding public houses were also discussed. The need to protect the appearance of this listed building was raised.

Debate continued and it was stated by some that having ten tenants in ten years showed a lack of viability and the national falling demand for public houses.

Resolved:

That subject to all parties entering into a S106 legal agreement which secures:

- Financial contributions towards the provision of public open space

to delegate to the Area Development Manager to Approve Planning Permission, 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 The development hereby permitted shall be carried out in accordance with the following approved plans:
Drawing number 11A dated 11/2013 as deposited with the local planning authority on 22.01.14, and Drawing number 07H dated 12/2013 as deposited with the local planning authority on 23.01.14, and Drawing number 18 dated 12/2013 as deposited with the local planning authority on 23.01.14, and Drawing number 08D dated 11/2013 as deposited with the local planning authority on 23.01.14, and Drawing number 23 dated 01/2014 as deposited with the local planning authority on 28.01.14, and Drawing number 22 dated 01/2014 as deposited with the local planning authority on 30.01.14, and Drawing number

10C dated 10/2013 as deposited with the local planning authority on 30.01.14, and Drawing number 09B dated 10/2013 as deposited with the local planning authority on 16.01.14, and Drawing number 19 dated 12/2013 as deposited with the local planning authority on 16.01.14.

REASON: For the avoidance of doubt and in the interests of proper planning.

3 No construction or demolition work shall take place on Sundays or Public Holidays or outside the hours of 07:30 to 18:00 on weekdays and 08:00 to 13:00 on Saturdays. No burning of waste shall take place on the site during the construction phase of the development.

REASON: In the interests of neighbouring amenities

4 Before the development hereby permitted commences a scheme for the identification, safe removal, storage and disposal of asbestos materials from the site shall be submitted to and approved by the local planning authority. Development shall be carried out in accordance with the scheme for the removal of asbestos thereby approved.

REASON: In the interests of neighbouring amenities

5 No development shall commence on site until details of the proposed rooflight windows and the glazing for the proposed garden room extension 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.

6.No development shall commence on site until a sample wall panel of the proposed new brickwork (and capping detail), 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.

7. No development shall commence until a scheme for an archaeological

watching brief during construction shall be submitted to and approved in writing by the Local Planning Authority. Such a scheme shall include the submission of a written scheme of investigation and the submission of a final report detailing the outcome of the watching brief, and include measure to record and mitigate any archaeological finds. The scheme shall be developed in accordance with the approved scheme.

REASON: In order to ensure that an archaeological watching brief is carried out during construction, and that any works or finds are properly recorded and protected.

INFORMATIVE FOR BATS

There is a low risk that bats may occur at the development site. Bats and their roosts are protected at all times by the Conservation of Habitats and Species Regulations 2010. Planning permission for development does not provide a defence against prosecution under this legislation or substitute for the need to obtain a bat licence if an offence is likely. If bats or evidence of bats is found during the works, the applicant is advised to stop work and follow advice from an independent ecologist or to contact Natural England.

Cllr Ian McLennan wished his vote against the motion be recorded.

54 **14/0121/FUL - South Wilts Grammar School, Stratford Road, Salisbury, SP1 3JJ**

Public Participation

Dr Christopher Nettle and Mr Davidson spoke in objection to the application. Michelle Chilcott and Mr Lock (agent) spoke in support of the application.

The planning officer presented his report to the Committee which recommended that planning permission be granted subject to conditions.

Members then had the opportunity to ask technical questions of the officer. These included questions in regards to the windows in the proposed development and the proportionality of the proposed replacement building. The protection of playing fields in policy 'R5' was also raised and the potential for future developments on the site. Clarification of the 'R5' boundary was provided by the planning officer.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Cllr Mary Douglas, spoke in support of the application but raised concern at the loss of light that would be suffered by the neighbouring property. Cllr Douglas continued by stating that it was in the interest of the local

community that the school be able to develop as it wishes due to oversubscription.

The application was then opened to debate, where it was

Resolved:

To defer to the next meeting for a site visit to be arranged.

55 **Urgent Items**

There were no urgent items

(Duration of meeting: 6.00 - 7.30 pm)

The Officer who has produced these minutes is David Parkes, of Democratic Services, direct line (01225) 718220, e-mail david.parkes@wiltshire.gov.uk

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

**SOUTHERN AREA PLANNING COMMITTEE 01ST MAY 2014
SCHEDULE OF ADDITIONAL CORRESPONDENCE**

Agenda Item 7a

**Plan List Item 1 14/00549/FUL – Change of Use of existing public house to 2 x three bed dwellings, demolition of part of existing building and erection of single and two storey rear extensions and two garages
At Kings Arms, 9 High Street, Downton, Salisbury. SP5 3PG**

The following correspondence has been received since the writing of the Committee Report:

Third party representations

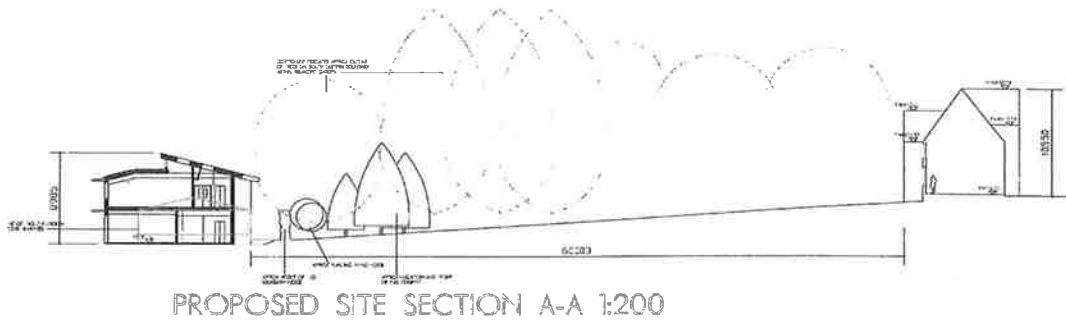
Three further representations from third parties were received (since the publication of the Committee report). One was in support of the application, of the other two - one was objecting to the proposal, the other was a copy of correspondence between a third party and an organization called 'Pub is the Hub'.

All three letters are produced in full as an appendix to this schedule. – Appendix 1

Consultee responses

No further consultation responses were received.

South Wilts Grammar School - Salisbury



PLANING APPLICATION

77500-00
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77500-00

- The temporary building constructed in 1993, based on a recent building Inspection Report (January 2012, Goadsby) is 'Getting to an age where financial cost will soon be significant and it may be most cost effective to replace buildings'. This currently houses Food Technology and Graphics. This report identified the following:
 - The Food Technology room lacks sufficient ventilation and is a health risk. No ventilation is fitted therefore causing a build-up of moisture and excessive heat generated from classes. We have had numerous incidences of pupils fainting due to excessive heat.
 - The roof covering has broken down and does not allow surface water free access to the gutters.
 - The core composite panels below internal ground floor level are impact damaged and ill-fitting in various locations. Ill-fitting expansion fillets between core composite panels resulting in fillets allow surface water to penetrate behind panels
 - There is delaminating to partition leading edges.
 - Floor is sagging between the floor joists in entrance and classrooms and sagging of vapour control barrier and insulation evident between joists. Sagging is evident in ceilings.
 - Heating is inefficient.
 - Ceiling height is too low at 2.3m, below recommended guidelines.
 - This will release an area which already has permanent planning permission.
- 3. Need for refurbishment and rationalisation of technology**
- We need to refurbish and rationalise to accommodate the changing needs of curriculum (technology).
 - This curriculum area is currently housed in two buildings. The original 1958 houses resistant materials and a 1993 temporary building.
 - The demand for technology based subjects has dropped and with rationalisation and refurbishment and an extension we now can accommodate the curriculum needs into one building.
- 4. Creation of additional teaching space**
- We plan to replace the temporary build with a permanent two storey structure and to dedicate this area for art based subjects and PSHE / SEND. This would raise the profile of the arts and create an art and design area. This would link art and design and create the option for a more textile based Level 2 and level 3 qualifications.
 - At the moment Art is located in the 'old building', which was built in 1927 and is housed upstairs, there is an issue with disabled access to this space, which currently affects a few students. By moving art to the proposed building we would remove this obstacle to learning.
 - The new art rooms could be multi-purpose, being facilitated to open into a larger space which could permit a more flexible use of the space.
 - As a grammar school, we have in recent years, accommodated more students with SEND needs. We lack a withdrawal space and suitable accommodation for TA support. In 2013 the school employed 4 TAs for the first time. We currently have a student in year 7 who is registered blind, three students in the sixth in wheel chairs, the most serious with cerebral palsy. We are also currently working with a student in year 6, helping to integrate her back into mainstream school, with plans for her to start in year 7 in 2014. She suffers from pathological demand avoidance syndrome (PDA), a form of autism. In this student's statement there is the requirement for a withdrawal space, which we currently do not have. Three of these students are in receipt of full time statements.

The Area can remain in operation during construction as part of a phased planned construction.

South Wilts Grammar School - Salisbury

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NAME	
ADDRESS	
POSTAL CODE	
DATE	
TIME	
PLANNING APPLICATION	

PLANNING APPLICATION

South Wilts Grammar School for Girls

A Specialist Science, Maths and Computing College

Stratford Road, Salisbury, Wiltshire, SP1 3JJ

Company Registered Number: 07451741

VAT No: 114 6429 30

Email head@swgs.wilts.sch.uk

Tel 01722 323326 Fax 01722 320703



Headteacher Michele Chilcott BSc Deputy Headteacher Carolyn Stammers BA MA

Thank you for the opportunity to say a few words in favour of this important planning application for South Wilts Grammar School. I am Michele Chilcott the Head of the School.

I have 5 points to make in support of this detailed planning application that deal with the principle of the replacement of temporary schools buildings with permanent ones, the efforts the school has made to seek expert professional opinion and advice, the need and the degree to which the scheme will protect our neighbours' amenity and enhance the school and wider area.

I firstly deal with the principle. The school has been based at this site since 1927 and the application only involves land within the ownership and use of the school. In land use planning terms, I do trust this modest proposal to add a small extension to an existing building and to replace temporary, out of date and non-compliant class rooms at the end of their useful life with permanent state of the art compliant ones, will be acceptable, in principle.

Secondly, there is a clear cut and pressing quantitative and qualitative need for this proposal to be granted planning permission and built. My detailed recent letter to the Council (attached) describes the School's urgent need (and duty) to provide more places and better facilities.

My third point is that we have sought expert design guidance. We have appointed chartered architects to design preliminary and now fully detailed planning drawings. It is a sound plan for the School and given the recommendation for approval, we have started to cautiously think about drawing down the allocated funds and the timetable to deliver this project in 2015. But even more importantly, it has been designed to both preserve and enhance the local area and protect our neighbours' amenity. My aerial photograph shows how the School sits within this part Victorian suburb. The School is some distance from our neighbours. Their homes have long gardens and are screened by mature and attractive tree and hedge belts. Our architects have worked hard to develop this proposal and have amended this to further protect neighbours from potential overlooking or loss of privacy. To date we have not received any serious or substantive objections regarding alleged loss of privacy, increased overlooking or material harm to neighbours' enjoyment of their gardens and homes, by reason of noise, or disturbance or for the matter loss of daylight or sunlight.

For my fourth point, I will hand over to Simon Lock of Favonius architects and he will deal with the detailed design aspects of the proposals. (To cover building heights, materials, loss of the tree, sunlight and daylight etc.)

In conclusion, my fifth and final point is that the **"do nothing option"** of trying to muddle through will be a significant failure to act upon the recent advice of Ofsted about this temporary, decrepit and unfit for purpose building. I therefore urge you to support this modest but important step forwards for South Wilts Grammar School and its students. Thank you.



Gifted
Talented



South Wilts Grammar School for Girls

A Specialist Science, Maths and Computing College

Stratford Road, Salisbury, Wiltshire, SP1 3JJ

Company Registered Number: 07451741

VAT No: 114 6429 30

Email head@swgs.wilts.sch.uk

Tel 01722 323326 Fax 01722 320703



Headteacher Michele Chilcott BSc Deputy Headteacher Carolyn Stammers BA MA

Case overview and reasoning behind proposals

South Wilts is rated outstanding by OfSTED and is both a high attaining and high achieving school.

Summary of planned capital project

- Rationalisation and refurbishment of existing Technology Block (1958 build).
- Replace existing temporary technology structure (1993 build) with permanent two storey development.
- Move art into new build creating an Art and Design area (this releases the potential for three classrooms and office accommodation).
- Move PSHE / SEND into new building on the ground floor, to cater for SEND students.

Proposal - Technology, Art, PSHE and SEND provision

We propose to rationalise the area used by Technology, refurbish an existing building and replace a temporary one storey building with a permanent two storey building to accommodate Art and PHSE and SEND provision. As part of this proposal we will create an additional three classrooms which will allow the school to increase its Published Admission Number. The original school building dates back to 1927. There is little room for increasing the footprint of the school; instead the school is looking to being creative with its existing fabric by replacing a one storey temporary building with a two storey permanent building using the same footprint. This will make the best use of space in a constrained site.

The area to be refurbished is 225.5m² and the new build area is 610m². The footprint of 305m remains the same, with 305m added as additional space. The Technology block will remain partially open, during the refurbishment, eliminating the need for any temporary accommodation. The new build and extension to the existing building will enable Art and Technology classes to be taught in close proximity making the department much more efficient.

1. Increase PAN

- As an outstanding school we wish to be able to increase the numbers on roll. We plan to move from a four form entry to a five form entry in years 7-8, raising the PAN from 128 to 150. We also plan to raise the PAN in years 9-11 from 135 to 150. Years 9-11 are already a five form entry. This would in the long term, increase the number on roll to 1150 (currently 1015)
- The average class size currently in years 7&8 is 32 this proposal would reduce this to 30, having a positive impact on teaching and learning and a more efficient use of resources.
- There is evidence to support that the demand for school places will increase. The Salisbury Community Area includes the Salisbury City Council and Hampton Park. (Data source – pupil forecasts Sept 2011 to NOR 2012 – Wiltshire Core Strategy pre submission document February 2012). By 2018 Southern Wiltshire, Wilton and Salisbury will have a shortfall of secondary places. This is projected to be approximately 175 in 2018-19 and the number estimated is between 823 – 1103 places by 2025-26. This potentially equates to 6-8 additional forms of entry. The final numbers are dependent on the final mix of housing developed.
- In 2013 358 students sat the 11+ for entry in 2014. We know from our internal data that 162 have passed the test. With a PAN of 128 this means we cannot accommodate 34 students.
- In order to achieve these changes we will need to create additional teaching spaces. The total site area (Net Capacity Assessment 2008) is 50560m with a pupil net capacity of 978. Projected numbers based on the increasing PAN would be 1,150.

2. Replacement of temporary technology building structure



Appendix 2: email

Dear Mr Hatt,

We have some comments on the amended plans / details, specifically the 'Case Overview' from the school.

- (1) The proposed new two storey building does not use 'the same footprint' as the existing building. The footprint is 50% larger.
- (2) Whilst it is true that the temporary building has full planning permission, the document omits to mention that the permission was subject to a condition that the temporary building should be removed and the land restored to its former condition because permission 'could be justified only on the basis of a special temporary need'.
- (3) I have also telephoned the architect, Mr Lock. I now understand the reason for the design of the NE elevation (facing us) is that the school assumed that we would not want windows on that wall. But that assumption has meant (a) we will be looking at a blank, vertical wall and (b) the building is higher than it needs to be. It is higher than it needs to be because the knock-on effect of the lack of windows at the back is that the ground-floor classrooms 'require a good floor to ceiling height ... to allow light in' (see Design and Access Statement final paragraph page 2) and there needs to be a clerestory to allow light in at the second floor. If permission is given for a two storey building, we would far prefer that it had opaque windows on the NE elevation such as have been successfully used for the music school. This would allow the building to be lower and would break up the 'mass effect' of the current design. Both these things would make a big difference to us.

Opaque windows would also provide a better solution for the school as they would let in diffused north light, which is important for artists, see:

<http://www.finearttips.com/2010/01/why-how-to-turn-your-window-into-instant-north-light/>

Obviously we do not want to direct personal criticism at anyone in the school. But the National Planning Guidance states very clearly that we should have been asked for our views on this whilst the plans were at a formative stage. In the event that planning permission is refused, we would hope to have that conversation in the future.

Because of the shortness of time, I am copying in the school.

Yours sincerely,

Richard & Vanessa Davison

Agenda Item 7b

**Plan List Item 2 14/01021/FUL – Alterations and extension of existing technology block. new two storey classroom block to replace single storey temporary class rooms
At South Wilts Grammar School, Stratford Road, Salisbury
SP1 3JJ**

The following correspondence has been received since the writing of the Committee Report:

Third party representations

1 email commenting on the amended plans has been received. The main points raised are;

- *The size proposal does not use the same footprint, it is 50% larger*
- *The existing temporary building does have planning permission although a condition is attached that the temporary building should be removed and the land restored to its former condition because permission could be justified only on the basis of a special temporary need*
- *If permission is given for a two storey building, we would far prefer that it had opaque windows on the NE elevation such as have been successfully used for the music school. This would allow the building to be lower and would break up the 'mass effect' of the current design. Both these things would make a big difference to us. – Appendix 2*

1 email of support has been received. The main points raised are;

- *The principle being acceptable*
- *There is a pressing need for the proposal*
- *The design preserves and enhance the local area and protect neighbouring amenity*

A case overview along with plans including an aerial photo of the school complex and immediately surrounding area has been submitted. A site section showing the existing and proposed building, boundary treatments and the adjoining neighbouring property - Appendix 3

proposed application. Seven letters pro closure and over Fifty against, plus a huge number in support on social media, this in itself must show the balance of support for the Kings Arms. It is also noted that over the last two Cuckoo Fairs that the pub was open, there was no trouble at all, but however the police were called to both the Bull and the White Horse on both occasions, something the pro closure group seems to have forgotten, again enforcing the fact that the Kings Arms is a community Pub.

Great emphasis has been placed by the pro change group, that these proposals will save this building for future generations, but the reality is that the fabric will either be covered with modern materials or only viewed by a small, elite group of people. As it stands the beauty of the building is available for everyone to enjoy and should remain that way. Not enough information has been supplied by the applicant on the drawings, as to the extent of damage to be caused to the structure, and what materials and aspects will be left visible.

If this application is allowed to go through it sets a precedent for any future owner of a public house to just shut the doors for twelve months and then say it is not viable, would this be allowed in Salisbury's flagship pubs like the New Inn, I think not. If this is allowed to happen then it contradicts every value that villages across the country were founded on.

There is also the potential of turning a portion of this building into a community store, and along with the disabled toilets which could be made available to the general public [of which the village is short on] at this end of the village and the additional carparking that will be retained, of which is a benefit to people visiting the church, this seems to be more than viable
.a) as a business, and more importantly.
b) a community meeting place.

If you allow this Pub to be closed the village loses a valuable asset forever, if however you look at the facts, and deny change of use, the owner has a viable business to either run and prove her claim as to viability, or sell to someone that actually wants to run it as a Pub.

Yours in anticipation that sense will prevail

Paul Charity

On behalf of the many residents of Downton that want to keep the Kings Arms and the village **alive.**

The Pubco have sold three pubs in a five mile radius in quick succession, and none of these were down to viability, more the case that the Pubco need to realise capital to reduce debts. If all three were not viable, surely you would shut one at a time to assess the impact on the others. The truth is that the Kings Arms was one of the busiest pubs for wet sales outside of Salisbury and the coast.

The key elements of this policy seem to have been ignored in the fact that just keeping the doors shut for 12 months, seems to qualify the building not being viable. The fact is that the building was only on the market as freehold for a very short time [approx 2 months], not the 6 months recommended. The previous Landlord is prepared to make a statement, that up to the point he left, his business was completely viable and profitable and the only reason he left was to run a bigger hotel that he was offered.

A serious offer was about to be made, for the purchase and continuation of the premises as a public house, but the Pubco were not interested in this building remaining a pub. I also feel that the current owner has made no attempt to prove viability of the business, as required above, but instead has chosen to keep the doors shut and let the building decline, even though profitable before her purchase. She has made no attempt to run as a business, even though buying at a business price, and in fact sought advice on change of use from the council prior to purchasing, further enforcing the fact that there was never any intention to run as a business.

There was at the time of sale, and are at present, individuals and groups that are prepared to invest in this business, along with tenants prepared to sign a long lease to run as a destination public house.

Far from being the lost cause that is being portrayed, the Kings Arms in fact meets all of the criteria set out in the policy to continue to be a viable business.

HRH Prince Charles has asked John Longden of the British Beer and Pub Association to look at this case, as he has been working closely with "The Pub is the Hub Campaign".

As the village is set to increase in size by 10% in the next few years, this enforces further the need to keep this building as was intended. The closure of this pub will also remove employment from the village, again something that is lacking at the moment.

You have to ask why Enterprise Inns would sell at a lower price if the building was incapable of supporting itself as a freehold, the answer is that they know this is a viable business free from their ties and do not want potential competition for their other two pubs in the village.

There has also been great emphasis on the fact that there are still three other pubs in the village, unfortunately these have all got different styles and different clientele, two of these are food orientated and the third is not everyone's preferred choice. There are numerous residents that now have to drive to neighbouring villages, to drink and socialise in a pub that is community driven.

The village has joined forces from all walks of life from Lt Colonels to archeologists, Recipients of OBE's, Lawyers, builders and families etc alike. This reinforces the fact that the Kings Arms is and should always be a meeting place for all walks of life, and in being so enriches the very community that it serves. Closing this unique building would only speed up the decline of the community, and be responsible for splitting the community instead of cementing it.

There have been several letters pro closure, but all of these are from residents in the immediate vicinity and have an ulterior motive, in that their own properties would increase in value if this application was upheld, this includes the statements from the Downton Society, who again live locally to the building. It seems strange also that given the amount of properties that were consulted on this application, only a small percentage are in favour, surely if this was the den of iniquity that some people have tried to portray, then the entire High Street would have lobbied for closure. In reality the only directly attached property is in favour of keeping this public house open. This need to keep this building as a pub, is further enforced by the ratio of objections to the

Reference :- Kings Arms Downton 14/000621/FUL

At the Parish Council there was only one person [elected by the community] that actually had the nerve to stand up for the community, the rest had already made a preformed decision based on family, friendships, and biased advice. They have also prepared a statement at the Parish Council Meeting, to put forward to the Planning Committee again without consulting the village.

They did not then, and have not since listened to the voice of the community, who they were elected by, and instead have imposed their views, above the views of the many. Some members even boasting in the pub that this is a done deal.

A viability study [commissioned by the applicant] was a governing factor in making their decision, but not one of them looked at it objectively, and this was not in the public domain so should not have been used in forming their decision, and should have instead referred to the 'Core Policy 21' and i refer to the following to demonstrate this.

“Proposals involving the loss of a community service or facility will not be permitted unless it can be demonstrated that the site/ building is no longer viable for an alternative community use.

Preference will be given to retaining the existing use in the first instance, then for an alternative community use. Where this is not possible, a mixed use, which still retains a substantial portion of the community facility/service, will be favoured. Redevelopment for non-community service/ facility use will only be permitted as a last resort and where all other options have been exhausted.

In order for such proposals to be permitted, a comprehensive marketing plan will need to be undertaken and the details submitted with any planning application. Only where it can be convincingly demonstrated that all preferable options have been exhausted will a change of use to a non -community use be considered.

This marketing plan will, at very minimum:

- Be undertaken for at least 6 months.***
- Be as open and as flexible as possible with respect of alternative community use.***
- Establish appropriate prices for the sale or lease of the site or building, which reflect the current or new community use, condition of the premises and the location of the site.***
- Demonstrate the marketing has taken into account the hierarchy of preferred uses stated above.***
- Clearly record all the marketing undertaken and details of respondents, in a manner capable of verification if requested.***
- Provide details of any advertisements including date of publication and periods of advertisement***
- Offer the lease of the site without restrictive rent review and tenancy conditions, or other restrictions which would prejudice the reuse as a community facility***
- Demonstrate contact with previously interested parties, whose interest may have been discouraged by onerous conditions previously set out.”***

In policy terms (SWCS Core Policy 21) in order for such a proposal to be acceptable a comprehensive marketing plan must first be undertaken and the details submitted with the planning application. The applicant must convincingly demonstrate that all preferable options have been exhausted before a change of use to a non-community use can be considered.



pub is the hub

Mr P Charity
King's Arms Downton Supporters
2 Moot Close
Downton
Salisbury
Wiltshire
SP5 3JT

29th April 2014

Dear Mr Charity

The King's Arms, Downton

Thank you for your recent letter concerning the potential closure of one of your village's pubs, which has been referred to me by His Royal Highness, The Prince of Wales.

We will look into the background and see if we can comment further.

Yours sincerely

John Longden OBE
Chief Executive
Pub is the Hub

Pub is The Hub
Regional Agricultural Society
Great Yorkshire Showground
Railway Road, Harrogate, HG2 8NZ
Tel: 01423 546165

Mark and Philippa Merrill
142 The Borough
Downton
Salisbury
Wiltshire SP5 3AT

28 APR 2014

25 April 2014

Warren Simmonds
Development Services South
Wiltshire Council
Bourne Hill
Salisbury SP1 3UZ

Dear Mr Simmonds

Planning Application 14/00549/FUL – Kings Arms, High Street Downton

We write to support the above application.

It is an important and prominent site in the village. It is very visible on a corner in the centre of the old part of the village and at the end of Church Hatch which leads up to the church.

It is clear from recent history (of at least the last six years with frequent changes in the leaseholder) that it has not been possible for anyone to make a success of its operation as a pub/restaurant. In particular it is clear from the way the garden and outside areas have been allowed to deteriorate over the last six years that the business was not producing enough income to meet its outgoings. Although there may have been an established clientele this was clearly insufficient to ensure that it became a thriving business able to attract further customers.

Although the loss of an historic *public building* is regrettable we believe it is preferable to ensure that the building is preserved and kept in a good condition by a change of use. We believe that any sensible requirements about preserving the outward appearance of the building could be achieved by appropriate planning conditions.

Yours faithfully

Mark Merrill

Philippa Merrill

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SOUTHERN AREA PLANNING COMMITTEE

**DRAFT MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING
HELD ON 22 MAY 2014 AT ALAMEIN SUITE - CITY HALL, MALTHOUSE LANE,
SALISBURY, SP2 7TU.**

Present:

Cllr Richard Britton, Cllr Richard Clewer, Cllr Brian Dalton, Cllr Tony Deane (Substitute), Cllr Christopher Devine (Vice-Chair), Cllr George Jeans, Cllr John Smale (Substitute), Cllr Ian Tomes, Cllr John Walsh (Substitute), Cllr Fred Westmoreland (Chairman) and Cllr Ian West

Also Present:

Cllr Mary Douglas, Cllr Leo Randall and Cllr Bridget Wayman

56 Membership Change

The Committee noted that Cllr Russell Hawker had been removed from the list of substitutes and Cllr Ricky Rogers had been added as agreed at Annual Council on 11 May 2014.

57 Apologies for Absence

Apologies for absence were received from Councillors Jose Green, Ian McLennan and Mike Hewitt.

Councillor John Smale substituted for Councillor Jose Green.

Councillor Tony Deane substituted for Councillor Mike Hewitt.

Councillor John Walsh substituted for Councillor Ian McLennan.

58 Minutes

The minutes of the meeting held on 1 May 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes with one amendment; Cllr Brian Dalton's declaration of interest was edited to more accurately reflect his declaration on 1 May 2014 and now reads:

'Cllr Brian Dalton declared a non-pecuniary interest in the Kings Arms, High Street, Downton, by virtue of being a member of CAMRA (Campaign for Real Ale). He stated that he would consider the application with an open mind and on its merits'.

59 Declarations of Interest

Cllr Christopher Devine declared a non-pecuniary interest in application 14/02238/FUL – Land at Paddock View, The Street, Teffont as a result of knowing the Chairman of Teffont Parish Council. However, this was only on a level of a casual acquaintance and he would therefore be able to consider the application on its merits and vote on the application.

During the course of debate on application 14/01021/FUL – South Wilts Grammar School, Stratford Road, Salisbury – as it was clarified that the proposed development would impact the school sooner than previously thought - Cllr Richard Clewer declared a non-pecuniary interest as his daughter would be sitting the '11-plus' examination this year and could potentially attend the school. Due to the nature of the application, the approval of the Committee would result in increased entries from next year. Cllr Clewer took no further part in the debate on application 14/01021/FUL and did not vote on the application.

60 Chairman's Announcements

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

Item 8A was moved to the end of the running order to allow all those who wished to speak on the issue to attend.

61 Public Participation and Councillors' Questions

The committee noted the rules on public participation.

62 Planning Appeals

The committee received details of the appeal decisions as detailed in the agenda.

63 **Planning Applications**

A LATE LIST OF OBSERVATIONS AND REPRESENTATIONS WAS RECEIVED, AS ATTACHED TO THESE MINUTES/INCLUDED AS AN AGENDA SUPPLEMENT

2a **14/02238/FUL - Land at Paddock View, The Street, Teffont, Salisbury, SP3 5QP**

Public Participation

Mr Nicholson objected to the application.

Cllr David Wood (Teffont Parish Council) spoke in objection to the application.

Mr Richard Greenwood (agent) spoke in support of the application.

The Planning Officer presented his report to the Committee which recommended that permission be **GRANTED** subject to conditions.

Members of the Committee then had the opportunity to ask technical questions of the officer. Members raised concern at the visibility at the point of access.

Members of the public then had the opportunity to present their views to the Committee, as detailed above. The village design statement was discussed and clarification sought by the Committee from the Chairman of the Parish Council on this issue.

An item of late correspondence was circulated at the meeting.

The Local Member, Cllr Bridget Wayman, spoke in objection to the application. Cllr Wayman stated that this was not an infill development and raised concern at the impact on the neighbouring bungalow. Cllr Wayman stated that the development would encroach into the open countryside. Concern was also raised at the access to the B839 with the aid of photographs within the additional correspondence. The development would also go beyond the well defined settlement edge into the sensitive landscape of the Area of Outstanding Natural Beauty.

Resolved:

To REFUSE planning permission for the following reasons:

- 1) The area in the vicinity of the site derives much of its character from the generous spacing between buildings, including large gardens, with open 'green' spaces and trees in between, and views of the**

rural landscape beyond. The site and wider settlement have been designated as a Housing Restraint Area in order to preserve this special character. The site, which partly comprises an open paddock with trees to its site boundary, forms the termination of a private residential road, which creates a strong sense of being the settlement edge and the beginning of open countryside beyond. The site is particularly prominent due to its position at the end, and highest point, of this road. Furthermore the road also comprises a public footpath, which continues northwards directly past the site, onto higher ground still, where prominent views of the site exist most notably from the adjoining field to the north.

By virtue of its scale, siting and layout, the proposed dwelling and its associated residential curtilage would harmfully erode the open and rural quality of the area, and would have the effect of visually encroaching into the surrounding countryside, to the detriment of the character of the area. As such the proposed development would be contrary to Local Plan policies G1(iii), G2(iv & v), D1, H19, C4 and C5 (as saved within the adopted South Wiltshire Core Strategy) and guidance contained within the Teffont Village Design Statement.

- 2) The site access has limited visibility to the north and the applicant has not satisfactorily demonstrated that the necessary improvements to visibility in this direction can be satisfactorily implemented and thereafter maintained. As such the proposed development would be contrary to Local Plan policy G2(i) as saved within the adopted South Wiltshire Core Strategy.
- 3) The development has not made adequate provision towards public open space, and would therefore be contrary to Local Plan policy R2 (as saved within the adopted South Wiltshire Core Strategy).

INFORMATIVE:

It should be noted that the reason given above relating to policy R2 could be overcome if all the relevant parties complete a Section 106 legal agreement.

2b 14/01573/FUL - Ridgeside, The Ridge Woodfalls, Salisbury, Wiltshire, SP5 2LD

Public Participation

Mr Andy Stuchbury spoke in objection to the application.

Mr Andy James spoke in objection to the application.

Mr Nigel Harris spoke in objection to the application.

Mr Robin Henderson (agent) spoke in support of the application.

Cllr Ian Youdan (Woodfalls Parish Council) spoke in objection to the application.

The planning officer presented his report to the Committee which recommended that planning permission be **GRANTED** subject to a s106 legal agreement and subject to suitable conditions.

Members of the Committee then had the opportunity to ask technical questions of the officer. Clarification was sought in regards to waste collection and storage. Members also requested clarification of the size of the overall plot of the development which was stated to be 0.25 hectares.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

An item of late correspondence was circulated at the meeting.

A debate followed that discussed the suitability of the site for two dwellings and also the impact on local residential amenities and the character of the area, as well as the reduction of scale from previous applications.

The Local Member, Cllr Leo Randall, raised concern at potential Highways issues and also the impact on the neighbouring garden.

Resolved:

To delegate the application to the Area Development Manager and to Grant Permission, Subject to all Parties entering into a revised S.106 legal agreement which:

- a) **Provides a financial contribution towards public open space.**

Subject to conditions

RECOMMENDATION: THAT THE MATTER BE DELEGATED TO THE DIRECTOR OF DEVELOPMENT SERVICES TO GRANT PERMISSION, SUBJECT TO ALL PARTIES ENTERING INTO A REVISED S106 LEGAL AGREEMENT WHICH:

**a) Provides a financial contribution towards public open space
Then Planning Permission be GRANTED, subject to the following conditions:**

- 1. The development hereby permitted shall be begun either before the expiration of 3 years from the date of this permission**

REASON: To comply with the provisions of Section 92 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 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.

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-E (extensions and outbuildings) 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.

4. The dwellings shall be single storey only, with no windows or other rooflights inserted in the roof, and no habitable rooms created in the first floor roofspace.

REASON: In order to protect residential amenity in terms of loss of privacy.

5. The development shall be carried out in accordance with the following approved plans:

**Proposed block plan – DRG No. ST452-23b 11/02/2014
Vehicle manoeuvring – DRG No. ST452-24b 11/02/2014
Proposed site layout – DRG No. ST452 -25 11/02/2014
Proposed Elevations – DRG No. ST452-26 11/02/2014
Proposed Elevations – DRG No. ST452-27 11/02/2014**

**Arboricultural plan – DRG No. 2864/2014 11/02/2014
Abbas Ecology survey and recommendations Feb 2014 14/02/2014**

REASON: For the avoidance of doubt

6.No dwellings shall be occupied until all car parking and associated turning and access arrangements shown on the approved plans has been be provided and made available for use.

REASON: In order that sufficient parking is available for occupiers of the dwellings and visitors

7. No construction deliveries, demolition, or other building activity shall take place on Sundays or public holidays or outside the hours of 07:30 to 18:00 on weekdays and 08:00 and 13:00 on Saturdays.

REASON: In order to reduce the impact of construction works on surrounding residential amenity

8. Before development commences, full details of the treatment and protection of the boundary with “Sunmount” (adjacent the proposed access driveway) during construction works and once the scheme is built out, have been submitted to and approved in writing by the Local Planning Authority.

REASON: In order to reduce the impact of the development on adjacent residential amenity.

REASON: In order to reduce the impact of the development on adjacent residential amenity.

9. 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), the garages hereby permitted shall not be converted to habitable accommodation.

REASON: To secure the retention of adequate parking provision, in the interests of highway safety.

10. Before development commences all works in relation to great crested newts, including but not limited to removing the existing pond, providing a new pond and providing 2 newt hibernacula, will be undertaken in strict accordance with Habitat Creation as Ecological Mitigation for Reptiles and Potential Great Crested Newt Population (Abbas Ecology, amended February 2014) and a professional ecologist

will be present on site during these works and will supervise all aspects of these works. A report will be submitted to and approved in writing by the Local Planning Authority to demonstrate that the above report has been fully implemented and to confirm whether great crested newts were found.

REASON: In the interest of Protected Species

INFORMATIVE

Wessex water has indicated that its records show a public sewer crossing the site. It is recommended that the applicant/developer contacts Wessex Water Sewer protection team for advice.

2c **14/01021/FUL - South Wilts Grammar School, Stratford Road, Salisbury, SP1 3JJ**

Public Participation

Mr Davison spoke in objection to the application.

Dr Chris Nettle spoke in objection to the application.

Mrs Michele Chilcott spoke in support of the application.

Mr Simon Lock spoke in support of the application.

Mr Richard Greenwood (agent) spoke in support of the application.

The planning officer presented his report to the Committee which recommended that planning permission be **GRANTED** subject to conditions.

Members of the Committee then had the opportunity to ask technical questions of the officer. Members requested clarification over the height of the proposed development and if there was to be any additional parking. The legal status of the existing building was also raised.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

An item of late correspondence was circulated at the meeting.

The Local Member, Cllr Mary Douglas, agreed with the Planning Officer's recommendation to approve and called for timber cladding to be included in the planning conditions to mitigate the impact on neighbouring amenity.

A debate followed that that discussed the height and location of the building in regards to surrounding properties. The location of drainage in relation to the proposed development was also discussed.

Concern was raised about the height and style of the development. And the presence of the land being designated under the R5 policy was also raised

and it was stated that the purpose of the policy was to protect playing fields, which would be unaffected by the proposed development, and that it was not necessary to refer the matter to the secretary of state under the policy for this development.

The need to minimise the impact on neighbouring properties was discussed. The need for more school places in Salisbury was also discussed and the potential future development of another secondary school in the city. The distance between the proposed development and the neighbouring properties was discussed. The landscaping in the neighbouring garden was raised in regards to the shielding it provides in view of the proposed development.

Cllr Brian Dalton requested that his vote against approval be recorded in regards to developing on R5 policy land.

Resolved:

To GRANT planning permission 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. 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 window, dormer window or rooflight, other than those shown on the approved plans, shall be inserted in the rear elevation or roofslope(s) of the development hereby permitted.

REASON: In the interests of residential amenity and privacy.

3. The development hereby permitted shall be carried out in accordance with the following approved plans: parking layout, site location plan, design and access statement, DRG No. design and access statement, 771-20-04, 771-20-02 received 29/1/14, 771-20-03A received on 27/3/14, 771-20-04A received on 4/4/14.

REASON: For the avoidance of doubt and in the interests of proper planning

4.Notwithstanding the details shown on the approved drawings or the restrictions imposed by condition 2 & 3 of this consent, before development commences in relation to the external appearance of the two storey building, full large scale details of the external appearance, materials, and finishes of the building (including and in particular the rear elevation) shall be submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the agreed details.

REASON: In order to ensure that the visual appearance of the approved building enhances the character of the area and adjacent amenity.

INFORMATIVE

With regards to condition 4 above, the application has been subject of concerns from two adjacent neighbours regards the impact of the proposed building, and particularly the visual impact of the rear wall of the building. Prior to final submission of details in pursuance of this condition, the Local Planning Authority respectfully request that the applicant discusses and reaches an amicable agreement (where practicably possible) with occupiers of adjacent properties situated to the immediate north-east of the site of the two storey building.

64 Urgent Items

There were no urgent items

(Duration of meeting: 6.00 - 8.15 pm)

The Officer who has produced these minutes is David Parkes, of Democratic Services, direct line (01225) 718220, e-mail david.parkes@wiltshire.gov.uk

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

ADDITIONAL CORRESPONDENCE

22ND May 2014 Southern Area Committee

Agenda Item 8

Plans List Item 8a 14/01021/ful – Alterations and extension of existing technology clock. New Two storey classroom block to replace single storey temporary classrooms, At South Wilts Grammar School, Stratford Road Salisbury

Members are reminded that the following correspondence was received prior to the last Committee meeting and presented to members as additional correspondence:

Third party representations

1 email commenting on the amended plans has been received. The main points raised are;

- *The size proposal does not use the same footprint, it is 50% larger*
- *The existing temporary building does have planning permission although a condition is attached that the temporary building should be removed and the land restored to its former condition because permission could be justified only on the basis of a special temporary need*
- *If permission is given for a two storey building, we would far prefer that it had opaque windows on the NE elevation such as have been successfully used for the music school. This would allow the building to be lower and would break up the 'mass effect' of the current design. Both these things would make a big difference to us. – Appendix 2*

1 email of support has been received. The main points raised are;

- *The principle being acceptable*
- *There is a pressing need for the proposal*
- *The design preserves and enhance the local area and protect neighbouring amenity*

Furthermore, it has been brought to officers attention by the applicant that the last paragraph in paragraph 9.4 of the officer report is incorrect as worded. Officers therefore wish to clarify that the application site is covered by the policy R5 designation, although the site itself is not considered to be playing fields. Furthermore, no additional areas of open space are to be created as part of this application.

Plans List Item 8b 14/02238/ful – Demolition of garage and stables and erection of a 4 bed dwelling, associated works and hard and soft landscaping and improved access to The Street. Land at Paddock View, The Street, Teffont.

Several photographs of the site and access have been submitted by Cllr Wayman, and these are attached as appendix 1.

Third party rep – Letter from adjacent neighbour attached as appendix 2

Plans List Item 8c – 14/01573/ful Erect 2 3 bed bungalows and garages to the rear of the existing dwelling. Alterations to existing dwelling including demolition of existing attached garage. Ridgeside, The Ridge Woodfalls

Third party rep – Letter from adjacent neighbour attached as appendix 3

Members should also note that a S106 Agreement has also be submitted.

9





2

Orchard Cottage
The Street
Teffont
Salisbury
SP3 5QP



Mr A Guest
Area Development Manager
Wiltshire Council Development Services South
Bourne Hill
Salisbury
SP1 3UZ

20th May 2014

Dear Mr Guest

Re: Planning Application 14/02238/FUL – Paddock View Garages and Stables

I now reside in Orchard Cottage and my objections to the development of the site remain as those detailed in my letter of the 14th with the exception of bullet 9. In addition I would like to make the following points:

1. It would increase both the vehicular and pedestrian traffic up and down the access lane which is also a footpath and is not wide enough to allow walkers and cars to pass safely. This is referred to in the previous refusal of this application.
2. I echo the comments made in relation to the previous application's rejection under the heading of Character and Appearance of the area (first paragraph).
3. It is necessary for me to use the access lane for deliveries of oil and they need to be able to park at the furthest most point of just in front of the existing oil tank and where the proposed underground pipework is planned to be positioned. I need assurance that this will still be possible.
4. The access infrastructure is not sufficient to support another dwelling.
5. Principle of development in Local plan policy H19 subsections (i) through to (iv) and Local plan policy CN10 all apply in this case.
6. Unlike this application I have a building **within** the garden of my property, if this application is accepted should I also assume that the Planning Authority would look favourably on a residential development of this already residential land? I believe other neighbours may be in a similar position. I would not submit such an application for all the reasons that I have objected to this application, but the principle remains.
7. The site of this proposed development is within the Housing Restraint Area, the Conservation Area, and an AONB. What more protection does a site need to prevent a development for pure commercial gain that detracts from the character and amenity of the village and with the objection of the Parish and immediate neighbours?

For the reasons above I cannot see how the development would add to the overall quality of the area over its lifetime and ask that development of this site be refused.

Yours sincerely

Lisa Witcher

Magpies
 Morgan's Vale Road
 Redlynch
 Salisbury
 SP5 2HU
 17th May 2014

Dear Sir

Re: Application 14/101573/FUL – Ridge Side, The Ridge, Woodfalls. SP5 2LD

Unfortunately we shall be unable to attend the Planning Committee's meeting on Thursday 22nd May because of continuing serious health issues. Although we are unable to be present we should still like you to note our comments as we feel we will be very adversely affected by any building on this site.

As owners of Magpies, the property immediately behind Ridgeside, we are writing to object to this, the third application.

Although we appreciate the efforts made by the developers to attempt to address matters from previous unsuccessful applications for this site, many of the previous objections from both us and our neighbours are still unaddressed – some indeed are 'unaddressable'.

These concern: -

- Access, including road safety
- Overdevelopment
- Increased surface water runoff into Magpies, adjoining properties and down to Morgan's Vale Road. This is already considerable and would be much increased if the lawns of Ridgeside were replaced by buildings and hard landscaping.
- The style of the proposed development is out of keeping with the Parish Council's perception of this part of Woodfalls. Should this application be approved we should like to request permitted development rights be removed
- This latest proposal includes the provision of a large, dense hedge – presumably designed to shield the development from us – thereby cutting out the light, notably morning sunshine from our lounge window, rear patio and vegetable/fruit garden.
- Contrary to the application notes, we have living room, bedrooms, kitchen and bathroom windows all facing Ridgeside's boundary and so our privacy and light in these rooms would be severely affected by this development – lose the trees and we lose our privacy: provide a high hedge/fence and we lose the much valued light we have enjoyed over the years. Either way our property loses.
- Some existing trees, shown on the 'Existing Site and Location plan' as being on or near our boundary are not in good condition. The plan also shows the straight line boundary (in reality a chain link fence) on our side of the substantial hedge. It is not. This is, in fact, a substantial error.

Considering this is the third application for this site it is hard to see how any development in Ridgeside's garden can be viable. The sloping nature of the site, the proximity of proposed buildings to neighbouring properties and the very real road safety dangers caused by the very limited access road cannot be altered.

Yours sincerely,

Wendy and Ken Balfour





SOUTHERN AREA PLANNING COMMITTEE

DRAFT MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING HELD ON 12 JUNE 2014 AT THE GUILDHALL, MARKET PLACE, SALISBURY, WILTSHIRE, SP1 1JH.

Present:

Cllr Richard Britton, Cllr Richard Clewer, Cllr Brian Dalton, Cllr Christopher Devine (Vice-Chair), Cllr Jose Green, Cllr Mike Hewitt, Cllr George Jeans, Cllr Ian McLennan, Cllr Ian Tomes, Cllr Fred Westmoreland (Chairman) and Cllr Ian West

65 Apologies for Absence

No apologies were received.

66 Minutes

Resolved:

To approve and sign as a correct record the minutes of the previous meeting held on 22 May 2014.

67 Declarations of Interest

No declarations were received.

68 Chairman's Announcements

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

69 Public Participation and Councillors' Questions

The committee noted the rules on public participation.

70 Planning Appeals

To receive and note the appeal decisions as detailed in the agenda.

71 Planning Applications

72 13/05423/FUL - Land at Longcross, Zeals, Warminster, BA12 6LJ

Public Participation

Ms Becky Davies spoke in objection to the application.

Mr Charles Spencer spoke in objection to the application.

Cllr John Wigg (Zeals Parish Council) spoke in objection to the application.

Mr Selby spoke in support of the application.

Ms Nicola Boyes spoke in support of the application.

Mr Carpendale (Agent) spoke in support of the application.

The Planning Officer presented his report to the Committee which recommended that permission be **granted subject to conditions and a Section 106 agreement**. A correction was made to the officer's report, as follows, the removal of the sentence "This site is considered to be a previously developed site, but" under point 9 'Planning Considerations'.

Members of the Committee then had the opportunity to ask technical questions of the Officer. Clarification was sought on landscaping with specific reference to bunding.

An item of late correspondence was circulated at the meeting.

The Local Member, Cllr George Jeans, spoke in objection to the application. Cllr Jean's objection was in reference to CP51 and two previous planning refusals.

Members raised concern at the conditions that were proposed with regards to restrictions on the development usage. Concern was also raised on the potential impact on the Area of Outstanding Natural Beauty which was a key factor in the previous refusals. The Planning Officer stated that an increased amount of work had been done on landscaping issues in comparison to the previous applications. Discussion continued to the Inspectors conclusions from previous appeals and the screening proposals. The previous acceptance of planning permission to the neighbouring pre-school was raised and also potential traffic issues in the village.

Discussion continued to the need for jobs in rural areas and the suitability of the development next to the A303 road. Clarification was sought over the border of the Area of Outstanding Natural Beauty. The temporary consent given to the neighbouring pre-school was raised and the Planning Officer stated that the neighbouring site was developed on a brown-field site. The impact of screening on the landscape was also discussed.

Resolved:

To delegate to the Area Development Manager to approve planning permission subject to the signing of a section 106 agreement to include a Lorry routing agreement, 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 details of the design, external appearance and decorative finish of all railings, fences, gates, walls, bollards 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 brought into use.

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

3. No development shall commence on site until details of the stopping up of all existing accesses, both pedestrian and vehicular, have been submitted to and approved in writing by the Local Planning Authority. That stopping up shall take place in accordance with the approved details within one month of the opening of the new access. After that time the sole means of vehicular and pedestrian access to the development shall be as shown on the plans hereby approved.

REASON: In the interests of highway safety.

4. 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:-

- location and current canopy spread of all existing trees and hedgerows on the land;
- full details of any to be retained, together with measures for their protection in the course of development;
- a detailed planting specification showing all plant species, supply and planting sizes and planting densities;
- finished levels and contours;
- means of enclosure;
- car park layouts;
- other vehicle and pedestrian access and circulation areas;
- all hard and soft surfacing materials;
- proposed and existing functional services above and below ground (e.g. drainage, power, communications, cables, pipelines etc indicating lines, manholes, supports etc);
- retained historic landscape features and proposed restoration, where relevant.
- All shall be planted in accordance with BS3936 (Parts 1 and 4), BS4043 and BS4428

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

Landscaping To Be Carried Out & Maintained

5. 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.

6. No development shall commence within the area indicated (proposed development site) until:

- A written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority; and**
- The approved programme of archaeological work has been carried out in accordance with the approved details.**

REASON: To enable the recording of any matters of archaeological interest.

Further Recommendations: The work should be conducted by a professional recognised archaeological contractor in accordance with the written scheme of investigation agreed by this office and there will be a financial implication for the applicant.

7. No external lighting shall be installed on site until plans showing the type of light appliance, the height and position of fitting, illumination levels and light spillage in accordance with the appropriate Environmental Zone standards set out by the Institute of Lighting Engineers in their publication "*Guidance Notes for the Reduction of Obtrusive Light*" (ILE, 2005)", have been submitted to and approved in writing by the Local Planning Authority. The approved lighting shall be installed and shall be maintained in accordance with the approved details and no additional external lighting shall be installed.

REASON: In the interests of the amenities of the area and to minimise unnecessary light spillage above and outside the development site

8. The manoeuvring Delivery and collection of trailers in connection with the use hereby permitted shall only take place between the hours of 06:00 and 07:30 in the morning and 18:00 and 19:30 in the evening) from

Mondays to Fridays. The use shall not take place at any time on Sundays and Bank or Public Holidays.

REASON: To ensure the creation/retention of an environment free from intrusive levels of noise and activity in the interests of the amenity of the area.

9. The development hereby approved shall be carried out in accordance with the following list of documents and plans:

- **Design & Access Statement, Dated October 2013, received 25/10/13**
- **Landscape & Visual Impact Assessment, Dated March 2010, received 25/10/13**
- **Report on Landscape Character & Visual Implications of Planning Submission, Dated October 2013, received 25/10/13**
- **Plan ref No: 995/PL1 “Application Site – As existing Plan” Dated 8th October 2013, received 25/10/13**
- **Plan ref No: 995/PL3 “Proposals Plan” Dated 10th October 2013, received 25/10/13**
- **Plan ref No: 08 079 – 7, Revision F “Location Plan” Dated 11/11/2008, received 25/10/13**

Reason: In the interest of clarity

73 14/03915/FUL - Golden Willows, Main Road, Winterbourne Earls, Salisbury, SP4 6HH

Public Participation

Mr Greg Ball spoke in support of the application.
Mr Kevin Dibel spoke in support of the application.

The Planning Officer presented his report to the Committee which recommended that permission be refused.

Members of the Committee then had the opportunity to ask technical questions of the officer. Clarification of the speed limit on the road leading from the access was raised. The ownership of a verge was also questioned. The dimensions of the site were requested. The history of Highways concerns at the site was also raised.

An item of late correspondence was circulated at the meeting.

The Local Member, Cllr Mike Hewitt, spoke in support of the application. The need to accept the R2 Policy was raised and the Housing Policy Boundary was discussed. The location of a viaduct was also raised.

Members discussed the specific needs of the disabled child and the location of two other houses outside of the Housing Policy Boundary. The impact of the Core Strategy was also discussed.

Further discussion continued to discuss the suitability of the site.

Resolved:

To delegate the granting of planning permission to the Area Development Manager, subject to 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) The development hereby permitted shall be carried out in accordance with the following approved plans:

**Design and Access Statement dated April 2014 received 10/04/14
LP/1321/01 dated March 2014 received 10/04/14
BP/1321/02 dated March 2014 received 10/04/14
GFP/1321/03 dated March 2014 received 20/05/14
FFP/1321/04 dated March 2014 received 20/05/14
EL/1321/05 dated May 2014 received 21/05/14
EP/1321/06 dated March 2014 received 21/05/14
AD/1321/07 dated March 2014 received 10/04/14
SL/1321/08 dated March 2014 received 10/04/14
VS/1321/09 dated March 2014 received 10/04/14**

REASON: For the avoidance of doubt and in the interests of proper planning.

(3) The first-floor dormer windows in the north elevation shall be glazed with obscure glass only and fixed with a ventilation stay restricting the opening of the window, prior to the first occupation of the development hereby permitted and shall be permanently maintained in perpetuity.

REASON: In the interests of residential amenity and privacy.

(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 that Order with or without modification), the garage hereby permitted shall not be converted to habitable accommodation.

REASON: To secure the retention of adequate parking provision, in the interests of highway safety.

(5) 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.

(6) The development hereby permitted shall not be first occupied until the first 4.5 metres of the existing 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 development shall commence on site until visibility splays have been provided between the edge of the carriageway and a line extending from a point 2.4 metres back from the edge of the carriageway, measured along the centre line of the access, to the points on the edge of the carriageway 160 metres to the South and 160 metres to the North from the centre of the access in accordance with the approved plans. Such splays shall thereafter be permanently maintained free from obstruction to vision above a height of 0.9 metres above the level of the adjacent carriageway.

REASON: In the interests of highway safety.

(8) A recessed entrance having a minimum width of 4.5 metres shall be constructed 4.5 metres back from the carriageway edge and its sides shall be splayed outward at an angle of 45 degrees toward the carriageway edge. The area between the entrance and the edge of carriageway shall be properly consolidated and surfaced (not loose stone or gravel) for which details shall have been submitted to and approved in writing by the Local Planning Authority.

REASON: In the interests of highway safety

(9) Any gates shall be set back 4.5 metres from the edge of the carriageway, such gates to open inwards only, in perpetuity.

REASON: In the interests of highway safety.

(10) No construction work shall take place on Sundays or Public Holidays or outside the hours of 07:30 to 18:00 on weekdays and 07:30 to 13:00 on Saturdays.

REASON: In the interests of residential amenity.

INFORMATIVE: This permission shall be read in conjunction with an Agreement made under Section 106 of the Town and Country Planning Act, 1990 and dated ?.

74 **Urgent Items**

There were no urgent items

(Duration of meeting: 6.00 - 8.40 pm)

The Officer who has produced these minutes is David Parkes, of Democratic Services, direct line (01225) 718220, e-mail david.parkes@wiltshire.gov.uk

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WESTERN AREA PLANNING COMMITTEE

DRAFT MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 30 APRIL 2014 IN THE COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Trevor Carbin, Cllr Ernie Clark, Cllr Andrew Davis, Cllr Russell Hawker, Cllr John Knight, Cllr Magnus Macdonald, Cllr Christopher Newbury (Chairman), Cllr Graham Payne (Substitute) and Cllr Jonathon Seed

Also Present:

Cllr Terry Chivers

36 Apologies for Absence

Apologies for absence were received from:

Councillor Pip Ridout, who was substituted by Councillor Graham Payne.

Councillor Roy While.

Councillor Horace Prickett.

37 Minutes of the Previous Meeting

The minutes of the meeting held on **9 April 2014** were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 9 April 2014.

38 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.

39 Declarations of Interest

There were no declarations of interest.

40 Public Participation and Councillors' Questions

No questions had been received from councillors or members of the public.

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

41 Planning Applications

The Committee considered the following applications:

42 13/06707/FUL - Land south east of Leechpool Farm, Norrington Lane, Broughton Gifford

Rob Cumming spoke in objection of the application.

Isobel Hollands (Agent) spoke in support of the application.

The Area Development Manager outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given. The site would essentially consist of a solar photovoltaic park over approximately 30.5 hectares.

The Area Development Manager outlined the relevant planning policy which included:

The National Planning Policy Framework 2012

Planning Practice Guidance (DCLG: Section on Renewable and Low Carbon Energy updated 6 March 2014).

West Wiltshire District Plan 1st Alteration (2004)

Some weight was also afforded to the Emerging Wiltshire Core Strategy, however as it was yet to be formally adopted by the Council, only limited weight could be given to the policy.

The Area Development manager outlined the comments and objections received through consultation, which included comments of 'no objection' from: Wiltshire Council's Ecologist, Natural England, Environment Agency,

Environmental Health, Highways and Spatial Plans and Landscaping. Comments were received from English Heritage and Wiltshire Council Public Rights of Way which were outlined in the report.

Four letters of objection had been received and five letters in support which had been outlined in the report.

The Area Development manager drew attention to the relevant planning considerations which were summarised as being the principle of the development, impact on the landscape of the open countryside, impact on ecological interests, impact on highway safety including during construction phase, impact on public rights of way, impact on heritage assets including archaeological interests and flood risks.

Members were invited to ask technical questions of the site. The questions focused on the amount of farm animals that would safely be able to graze, to which the answer was unknown.

Members of the public were invited to speak on the application as listed above.

The Area Development Manager was asked to answer the questions from a member of public and it was noted that the latest comments received from Broughton Gifford Parish Council had not been included in the agenda as it was received after the publication date and had instead been circulated to members of the committee before the meeting. Concerns around flooding and the visual impact had been addressed and there were no major concerns.

Cllr Chivers as local member spoke in objection to the application stating; that there was concern from the local community about the visual impacts in that residents can see both the W/12/02072/FUL site and this new proposed site. There were also concerns over the cumulative effect in that there are already plans to build a further solar farm nearby. Members debated the application.. A motion was proposed to approve the application and after discussions about a possible site visit the original motion was withdrawn and a motion was proposed for a site visit, to take place the day of the next Western Area Planning Committee on the 21 May 2014.

At the end of the debate, the Committee;

Resolved:

To DEFER for a site visit on 21 May 2014.

43 **14/01659/FUL - Haygrove Farm, 44 Lower Westwood Bradford On Avon, BA15 2AR**

Public Participation

Dr Allan Parker spoke in objection of the application.

Dr Sally Vamson spoke in objection of the application.

Mr Mark Slawson spoke in support of the application.

Mr Paul Oakley (Agent) spoke in support of the application.

Mr Mike Hopkins spoke in support of the application.

Councillor Ian Richardson spoke on behalf of Westwood Parish Council in objection of the application.

The Case Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given. The site, which is in a Green Belt and conservation area, currently includes a Dutch barn, stable building and a shed with the proposal to demolish all three and replace with the erection of a new building to contain 2 units of holiday accommodation with access and parking. The planning history was provided noting that previous applications had been refused as the proposals were much larger and for residential use.

The Case Officer outlined the relevant planning policy which included:

West Wiltshire District Plan 1st Alteration (2004)

The Wiltshire Local Transport Plan 2011-2026 – Car Parking Strategy

Some weight was also afforded to the Emerging Wiltshire Core Strategy, however as it was yet to be formally adopted by the Council, only limited weight could be given to the policy.

The Case Officer outlined the comments and objections received through consultation, as set out in the report. It was reported that letters of objection and of support had been received, as outlined in the report.

The Case Officer drew attention to the relevant planning considerations which were summarised as being the principle of the development, impact on the Green Belt/ Open Countryside, impact on the Conservation Area, impact on highway safety and PROW interests, impact on neighbours, impact on ecology and nature conservation, impact on archaeology and developer contributions.

Members were invited to ask technical questions of the site. The questions focused on if the development could be restricted to change the use of the development in the future and it was noted that a section 106 could restrict the change of use. It was also mentioned that other areas in the country, particularly coastal regions, have restrictions on holiday letting for certain times of the year.

Members of the public were invited to speak on the application as listed above.

Members then entered debate which focused on: the benefits of adding a section 106 agreement, concerns around access and the lack of awareness visitors may have and the precedence the application would give on building on the Green Belt.

At the end of the debate, the Committee;

Resolved:

To Defer and delegate to the Area Development Manager to grant planning permission, subject to the conditions set out below, and subject to the prior completion of a Section 106 legal agreement to restrict the occupancy of the accommodation to holiday accommodation only.

- 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 take place until samples/details of the materials to be used in the construction of all the external surfaces of the development hereby permitted (including the exact type and colour and manufacturer of the solar PV panels) have been made available to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details.**

REASON: To ensure that the development harmonises with its historic setting and protected surroundings.

- 3. No building works pursuant to the construction of the holiday let accommodation shall commence until all three existing structures identified for demolition on the site have been permanently demolished and all the debris has been removed from the site/landholding.**

REASON: In order to define the terms of this permission and to ensure the site is redeveloped in an appropriate manner respectful to the protected surroundings and neighbours.

- 4. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development Order), the holiday accommodation shall be occupied for holiday purposes only and no person/s shall occupy the holiday accommodation for a continuous period of more than 1 month in any calendar year and it shall not be re-occupied by the same person/s within 28 days following the end of that period.**

REASON: This site is in a position where the Local Planning Authority, having regard to the reasonable standards of residential amenity,

access, and planning policies pertaining to the area, would not permit permanent residential accommodation.

5. Notwithstanding Class C3 of the Schedule to the Town and Country (Use Classes) Order 1987 (as amended) (or any order which revokes and re-enacts that Order with or without modification), the accommodation hereby permitted shall be used to provide holiday accommodation only, which shall not be occupied as permanent, unrestricted accommodation or as a primary place of residence. In addition, an up to date register of names and main home addresses of all occupiers shall be maintained and shall be made available at all reasonable times to the Local Planning Authority.

REASON: This site is in a position where the Local Planning Authority, having regard to the reasonable standards of residential amenity, access, and planning policies pertaining to the area, would not permit permanent residential accommodation.

6. No part of the development hereby permitted shall be first brought into use until the access, 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.

INFORMATIVE TO APPLICANT

7. The applicant is requested to highlight to guests booking accommodation the need to drive with particular care through the village and when entering and leaving the access to the accommodation, due to the narrow road and restricted visibility.

44 **13/05954/FUL - Cress Cottage, 11 Sherrington, Warminster, BA12 0SN**

There was a four minute adjournment to allow for a refreshment break.

Public Participation

Mr Nigel Lewis spoke in objection of the application.

Louise Rendal spoke in support of the application

Wendy Jobbins, Sherrington Parish Meeting, spoke in objection of the application.

The Area Development Manager outlined the report which recommended the application for approval subject to conditions. The site description and an

overview of the proposed development were also given. The site is a Grade 2 listed thatched cottage with a modern flat roofed extension and a detached flat roofed annex outbuilding. The proposal was in two parts, firstly, to replace the modern flat roofed bathroom extension with a thatched roof extension. The second to replace the annex outbuilding.

The Area Development Manager outlined the relevant planning policy which included:

West Wiltshire District Plan 1st Alteration (2004)

The National Planning Policy Framework.

Some weight was also afforded to the Emerging Wiltshire Core Strategy, however as it was yet to be formally adopted by the Council, only limited weight could be given to the policy.

The Area Development manager outlined the comments and objections received through consultation, which included comments of 'no objection' from Cranbourne Chase and West Wiltshire Downs Area of Outstanding Natural Beauty. Comments were received from the Parish Council, Wiltshire Fire and rescue Service which were outlined in the report.

Seven letters of objection had been received and five letters in support which had been outlined in the report.

The Area Development manager drew attention to the relevant planning considerations which were summarised as being:

Dormer extension to main listed building: Impact on character of listed building, impact on special character and appearance of the Conservation Area, Impact on neighbouring amenity.

Replacement outbuilding: Impact on the setting of the listed building; impact on special character and appearance of the Conservation Area, impact on neighbouring amenity, impact on the Area of Outstanding Natural Beauty, impact on ecology.

Councillors Davis and Payne left the room and the meeting was adjourned for ten minutes.

On commencement it was noted that Councillors Davis and Payne would not take part in the vote on the application.

Members were invited to ask technical questions of the site. The questions focused on removing the permitted development rights to ensure that the roof lights, which have been removed from the design, would not be able to be replaced later on.

Members of the public were invited to speak on the application as listed above.

Cllr Newbury, as the local member, spoke in objection to the application noting that the increase of the height of the roof of the annex outbuilding would mean

the building would be more visible The members then entered into debate which focused on removing the permitted development rights.

At the end of the debate, the Committee;

Resolved:

That Planning Permission be APPROVED 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. The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans:

1140/1/001, 1140/1/002, 1140/1/005 received on 21st November 2013

1140/1/003 Rev A, 1140/1/004 Rev A received on 24th March 2014

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.

3. 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 and to protect the setting of the listed building.

4. No works shall commence on site until details of all new external window and door joinery and/or metal framed glazing have been submitted to and approved in writing by the Local Planning Authority. The submitted details shall include depth of reveal, details of heads, sills and lintels, elevations at a scale of not less than 1:10 and horizontal/vertical frame sections (including sections through glazing bars) at not less than 1:2. The works shall be carried out in accordance with the approved details.

REASON: In the interests of preserving the character and appearance of the Conservation Area and the setting of the listed building.

5. Before the development hereby permitted is first occupied the first floor window in the north elevation of the approved dormer extension shall be glazed with obscure glass only and the window shall be permanently maintained with obscure glazing in perpetuity.

REASON: In the interests of residential amenity and privacy.

6. The outbuilding hereby permitted shall not be occupied at any time other than for purposes ancillary to the residential use of the main dwelling, known as Cress Cottage and it shall remain within the same planning unit as the main dwelling.

REASON: The additional accommodation is sited in a position where the Local Planning Authority, having regard to the reasonable standards of residential amenity, access, and planning policies pertaining to the area, would not permit a wholly separate dwelling.

7. 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, rooflights, dormers or other form of openings other than those shown on the approved plans, shall be inserted in the roof or side elevations above ground floor ceiling level of the outbuilding hereby permitted, and no extensions shall be added to it, without the prior grant of planning permission from the local planning authority.

REASON:

In the interests of residential amenity and privacy and to protect the character and appearance of the area and the setting of the listed building.

45 **13/06133/LBC - Cress Cottage, 11 Shertington, Warminster, BA12 0SN**

This was a counterpart application to 13/05954/FUL item number 44.

The Area Development Manager outlined the report which recommended the application be granted listed building consent. The listed building considerations were similar to those set out in the report for the works to the house only on the accompanying planning application, although they also included the enlargement of first floor window on the East elevation.

Resolved

To GRANT listed building consent subject to the following conditions:

1. The works for which Listed Building Consent is hereby granted shall be begun before the expiration of three years from the date of this consent.

REASON:

To comply with the provisions of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans:

1140/1/001, 1140/1/002, 1140/1/08 received on 21st November 2013

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.

3. Notwithstanding the approved drawings, no works shall commence until details of the following have been submitted to and approved in writing by the Local Planning Authority:

- (i) Large scale details of all external joinery including metal-framed glazing (1:5 elevation, 1:2 section) including vertical and horizontal cross-sections through openings to show the positions of joinery within openings, depth of reveal, heads, sills and lintels;**
- (ii) Full details of external flues, background and mechanical ventilation, soil/vent pipes and their exits to the open air;**
- (iii) Large scale details of proposed eaves and verges (1:5 section);**
- (iv) Full details and samples of external materials.**

The works shall be carried out in accordance with the approved details.

REASON: In the interests of preserving the character and appearance of the listed building and its setting.

46 Urgent Items

There were no Urgent Items.

(Duration of meeting: 6.00 - 8.30 pm)

The Officer who has produced these minutes is Jessica Croman, of Democratic Services, direct line 01225 718262, e-mail jessica.croman@wiltshire.gov.uk

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WESTERN AREA PLANNING COMMITTEE

MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 21 MAY 2014 IN THE COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Trevor Carbin, Cllr Terry Chivers (Substitute), Cllr Andrew Davis, Cllr Russell Hawker, Cllr John Knight, Cllr Magnus Macdonald, Cllr Christopher Newbury (Chairman), Cllr Horace Prickett, Cllr Pip Ridout and Cllr Jonathon Seed

Also Present:

Cllr Rosemary Brown

47 Apologies for Absence

Apologies for absence were received from Councillor Clark.

48 Minutes of the Previous Meeting

The minutes of the meeting held on 30 April 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 30 April 2014.

49 Chairman's Announcements

The Democratic Services Officer announced changes to the membership of the Western Area Planning Committee noting that Cllr Knight was the new Vice-Chairman and that Cllr Drewett was now a full member of the planning committee and Cllr Hawker would be a substitute.

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

50 Declarations of Interest

Cllr MacDonald declared that he had a pecuniary interest on application 14/02361/FUL Garage site at Leslie Rise Westwood BA15 2BN, as a result of being a director of Selwood housing. For that item Cllr MacDonald sat away from the committee and did not participate in the debate or vote.

51 Public Participation and Councillors' Questions

No questions had been received from councillors or members of the public.

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

52 Planning Applications

The Committee considered the following applications:

53 13/06707/FUL - Land SE of Leechpool Farm, Norrington Lane, Broughton Gifford

Isobel Hollands (Agent) spoke in support of the application.

Roy Gurney (Broughton Gifford Parish Council) spoke in objection of the application.

The Area Development Manager outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given. The site would essentially consist of a solar photovoltaic park over approximately 30.5 hectares.

The Area Development Manager outlined the relevant planning policy drawing particular attention to: The West Wiltshire District Plan – 1st Alternation 2004 - C34: Renewable Energy, C1: Countryside Protection, C6a: Landscape Features.

Four letters of objection had been received and five letters in support which had been outlined in the report.

The Area Development manager drew attention to the relevant planning considerations and drew particular attention to the impact on the landscape of the open countryside.

Members were invited to ask technical questions about the site. The questions focused on the decommissioning of the site and the views of Melksham Without and Broughton Gifford Parish Councils..

Members of the public were invited to speak on the application as listed above.

Cllr Chivers as local member opened the debate noting the site visit had been a worthwhile exercise and that the conditions were important for the protection of the local community. A question was asked if a condition could be imposed to protect the hedges within the site. It was agreed that a suitably worded condition could be imposed.

A motion was proposed to approve the application, with the addition of an extra condition relating to management of the hedgerows and it was;

Resolved

That Planning Permission be APPROVED subject to the following conditions:

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.

The development hereby approved shall be discontinued and the land restored to its former condition on or before 01 June 2039 in accordance with a Decommissioning Plan to be submitted to and approved in writing by the Local Planning Authority prior to the commencement of decommissioning; unless before that date planning permission has been sought and granted for the retention of these structures for an extended period of time.

REASON: In the interests of amenity and the circumstances of the use.

In the event that the development ceases to be operational for the generation of energy before the end of the period defined in condition 2 then all associated development on, under or above the application site shall be removed from the site and the land returned to its former condition in accordance a Decommissioning Plan to be submitted to and approved in writing by the Local Planning Authority prior to the commencement of decommissioning, and within six months of the cessation of the generation of energy from the site.

REASON: In the interests of amenity and the circumstances of the use.

No development shall commence on site (including any works of demolition), until a Construction Method Statement, which shall include the following:

a) the parking of vehicles of site operatives and visitors;

- b) loading and unloading of plant and materials;
- c) storage of plant and materials used in constructing the development;
- d) the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;
- e) wheel washing facilities;
- f) measures to control the emission of dust and dirt during construction;
- g) a scheme for recycling/disposing of waste resulting from any demolition and construction works;
- h) measures for the protection of the natural environment; and
- i) hours of construction, including deliveries

has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be adhered to throughout the construction period. The development shall not be carried out otherwise than in accordance with the approved construction method statement without the prior written permission of the Local Planning Authority.

REASON: In the interests of highway safety and amenity.

No ground-raising shall take place within areas defined as flood zones 2 and 3 on the Environment Agency's flood map.

REASON: To maintain the integrity and proper functioning of the flood plain, in order to prevent an increase in flood risk.

The boundary fences shall be erected in accordance with the approved plan H.0635-05-E and in advance of any other construction works commencing, and no construction or operational works shall extend into the wildlife buffer strips/ areas either directly or indirectly.

REASON: In the interests of the protection of wildlife.

Prior to the commencement of works a Supplementary Ecological Mitigation, Enhancement and Management Plan shall be submitted for planning authority approval. The Plan shall provide detailed drawings and proposals for the following:

- Restoration of "Pond 1" and enhancement of "Pond 2";
- Reinstatement of land beneath the solar panels;
- Sowing mixes for buffer strips / areas;
- Restoration and management for each section of hedgerow within the application boundary;
- Bat and bird boxes; and
- Great crested newt hibernacula.

The works shall be implemented in accordance with the approved Supplementary Ecological Mitigation, Enhancement and Management Plan within 1 year of permission being granted. Any trees, hedges or plants forming part of a planting scheme 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.

REASON: In the interests of the protection of Protected Species and the promotion of biodiversity.

Development shall not commence prior to the submission and approval in writing by the LPA of fence design details which, notwithstanding drawing H.0365_17-A, shall be of will be post-and-wire design to approximately 2.4m in height. The fencing shall be erected in terms of the approved details.

REASON: In the interest of amenity and the appearance of the site.

The scheme shall be delivered in accordance with the Confidential Badger Appendix (Avian Ecology, 2013), Ecological Mitigation Enhancement and Management Plan (Avian Ecology 05/03/14) and the Great Crested Newt Conservation Strategy (Avian Ecology 19/03/14) except where measures are revised by conditions 6 and 7 above. All mitigation and enhancement works will be completed within 1 year of permission being granted.

REASON: In the interests of the protection of Protected Species and the promotion of biodiversity.

Removal of hedgerows and ground preparation shall be undertaken only during the period 1st September to 28th February unless, if done outside this period, preceded by a survey by a professional ecologist and then only undertaken in accordance with the ecologist's written advice.

REASON: In the interests of nature conservation.

A survey of habitat condition measured against the Ecological Mitigation, Enhancement and Management Plan (Avian Ecology 05/03/14) and the Supplementary Ecological Mitigation, Enhancement and Management Plan shall be undertaken by a professional ecologist during the period May to August and submitted for Local Planning Authority Approval in the first, third and fifth years after the site first becomes operational. Where monitoring identifies non-compliance, remedial measures shall be identified, implemented and reported through a subsequently agreed monitoring survey.

REASON: In the interests of the protection of Protected Species and the promotion of biodiversity.

Any decommissioning plan submitted in accordance with Conditions 2 and 3 shall include an ecological assessment and mitigation report for approval by the planning authority. The site will only be decommissioned in accordance with the approved mitigation report.

REASON: In the interests of the protection of Protected Species and the promotion of biodiversity.

No external lighting shall be installed on site until plans showing the type of light appliance, the height and position of fitting, illumination levels and light spillage have been submitted to and approved in writing by the Local Planning Authority. The lighting approved shall be installed and shall be maintained in accordance with the approved details and removed in accordance with conditions 2 and 3 above.

REASON: In the interests of the amenities of the area and to minimise unnecessary light spillage above and outside the development.

No development shall take place within 8m of the top of bank of any river or ditch at any time during the development.

REASON: To ensure that flood risk is not increased and to protect the biodiversity value of the watercourses.

No development shall commence until a scheme to limit surface water flows from the development during the construction and operational phases has been submitted to, and agreed in writing by, the Local Planning Authority. The development shall be implemented and maintained in accordance with the details of the approved scheme.

REASON: To ensure that flood risk is not increased.

The development hereby permitted shall not be first brought into use until the existing furniture serving footpaths BGIF33 and BGIF34 where they intersect site boundaries is upgraded to a minimum standard of kissing gate in accordance with details which shall be submitted to and approved in writing by the local Planning Authority.

REASON: In the interests of amenity and public safety.

The development hereby permitted shall be carried out in accordance with the details shown on the hereby approved plans:

H.0365_01-C received on 09 December 2013;
H.0365_05-E received on 10 April 2014;
H.0365_12-A received on 09 December 2013;
H.0365_13-A received on 09 December 2013;
H.0365_14-A (1 of 2) received on 09 December 2013;
H.0365_14-A (2 of 2) received on 09 December 2013;
H.0365_15-A received on 09 December 2013; and
H.0365_16-A received on 09 December 2013.

REASON: For the avoidance of doubt and in the interests of proper planning.

During the construction phase no machinery shall be operated, no process shall be carried out and no delivery shall be taken or dispatched from the site outside of the following hours; Mon-Fri 07:30 to 18:00, Saturday 08:00 to 13:00 nor anytime on Sundays or public holiday.

REASON: In order to protect local amenity.

Before development is commenced, a scheme for the management of the hedgerows within the site, including those on the site perimeters shall be submitted to and approved in writing by the local planning authority. The scheme shall provide for the hedgerows to grow to a minimum of 3 metres and to be thereafter retained at no less than this height for the duration of the operation of the solar farm.

REASON: To help screen the development from nearby vantage points and public rights of way, in the interests of ameliorating the visual impact of the development.

INFORMATIVES:

a. There are ordinary watercourses within or in close proximity to the site. If any obstruction to flow in the watercourse (permanently or temporarily, including culverting) is likely, prior Land Drainage Consent from Wiltshire Council (as the Lead Local Flood Authority) will be required.

b. Fencing used near watercourses could act as an obstruction to flow (thus increasing flood risk), therefore it is important to ensure that fencing design remains permeable to flood waters.

c. In seeking to discharge any surface water drainage condition, the following considerations should be borne in mind: - In the absence of any specific guidance on how to assess run-off from solar developments, a range of methods and scenarios to calculate run-off rates (and thus, attenuation volumes) should be investigated. The introduction of impermeable areas within the development should be minimized wherever possible –all access tracks should be permeable. - Attenuation volumes should be agreed based on the above investigation and taking into account site specific circumstances. - Any drainage scheme should be supported by percolation / soakaway tests on site. - Management of the land, including grass seeding and planting (in line with proposals set out in the FRA) should be considered and confirmed. - Measures to offer betterment on existing surface water rates and volumes to reduce flood risk elsewhere should be considered given the scale of the development.

d. Safeguards should be implemented during the construction phase to minimise the risks of pollution from the development. Such safeguards should cover: - the use of plant and machinery - oils/chemicals and materials - the use and routing of heavy plant and vehicles - the location and form of work and

storage areas and compounds - the control and removal of spoil and wastes All works must be undertaken in accordance with the Environment Agency's Pollution Prevention Guidelines which can be viewed at the following link: <http://www.environment-agency.gov.uk/business/topics/pollution/39083.aspx>. In the event of a pollution incident, the site operator must contact the Environment Agency immediately by calling 0800 80 70 60.

e. Use of road planning's (tarmac scalplings) for track construction requires a Use of Waste in Construction exemption (U1) under the Environmental Permitting (England and Wales) Regulations 2010. It allows the use of suitable wastes for small scale construction but does not allow treatment of wastes to be carried out unless covered by a different exemption.

54 13/03987/FUL - 249/250 Winsley Road, Bradford on Avon

Andy Green spoke in objection of the application.

Simon Fisher spoke in objection of the application.

Vicky Landell-Mills spoke in objection of the application.

Councillor Gwen Allison spoke on behalf of Bradford-On-Avon Town Council in objection of the application.

The Case Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given. The development would involve demolishing the existing two houses and the erection of 10 houses with an associated access road.

The Case Officer outlined the relevant planning policy which included the West Wiltshire District Plan 1st Alteration (2004), National Planning Policy Framework (2012), Wiltshire Local Transport Plan 2011- 2026 and that some weight was also afforded to the Emerging Wiltshire Core Strategy, however as it was yet to be formally adopted by the Council, only limited weight could be given to the policy.

The Case Officer outlined the comments and objections received through consultation, as set out in the report, paying particular attention to the S106 contributions required to fund school places. It was reported that 116 letters of objection had been received, as outlined in the report.

The Case Officer drew attention to the relevant planning considerations set out in the report.

Members were invited to ask technical questions of the site. The questions focused on concerns with traffic and air quality.

Members of the public were invited to speak on the application as listed above.

Cllr Rosemary Brown as the local member spoke in objection to the application with the main points summarised as: inadequate access and pedestrian safety, site levels, flooding and light pollution, ecology, archaeology and the design of the proposed houses.

Members then entered debate which focused on: the site levels of the proposed housing, traffic and pedestrian safety and the impact on the character and appearance of the area of this number of houses. A motion to refuse the application was withdrawn and a new motion for a site visit was proposed.

At the end of the debate, the Committee;

Resolved:

To DEFER for a site visit on 11 June 2014 at 12:30 noon (the date and time was agreed at the end of the meeting)

A recess was taken from 16:15 until 16:25.

55 14/02339/FUL - Plot adjacent to `Beechwood`, Bratton Road, West Ashton

Public Participation

David Petrie spoke in objection of the application.

Paul Pursey spoke in objection of the application.

Howard Waters (Agent) spoke in support of the application.

Tim LeMare spoke on behalf of West Ashton Parish Council in objection of the application.

The Case Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given. The site would essentially consist of a single dwelling within the village policy limit.

The Case Officer outlined the relevant planning policy which included the National Planning Policy Framework 2012 and the West Wiltshire Local Plan

The Case Officer outlined the comments and objections received through consultation, as set out in the report. It was reported that 4 letters of objection had been received, as outlined in the report.

The Case Officer drew attention to the relevant planning considerations set out in the report.

Members were invited to ask technical questions of the site. The questions focused on the use of the land and whether a further permission was required for a change of use from agriculture. It was advised by the Officer that this was included within the principle of the proposal and no separate application was required.

Members of the public were invited to speak on the application as listed above.

Members debated the application. A motion was proposed to defer the application for a site visit.

At the end of the debate, the Committee;

Resolved:

To DEFER for a site visit on 11 June 2014 at 1:30pm (the date and time was agreed at the end of the meeting).

56 **14/02361/FUL - Garage site at Leslie Rise Westwood**

Julie Adcock spoke in objection of the application.

Paul Walsh (Agent) spoke in support of the application.

Jeannie Johnston spoke on behalf of Westwood Parish Council in objection of the application.

The Case Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given. The development would involve demolishing the existing six garages and the erection of two houses with associated road and parking, within the Village Policy Limits and not obstructing the Public Rights of Way.

The Case Officer outlined the relevant planning policy which included the West Wiltshire District Plan 1st Alteration (2004), Leisure and Recreation DPD 2009, National Planning Policy Framework (2012), Neighbourhood Plan and that some weight was also afforded to the Emerging Wiltshire Core Strategy, however as it was yet to be formally adopted by the Council, only limited weight could be given to the policy.

The Case Officer outlined the comments and objections received through consultation, as set out in the report.

The Case Officer drew attention to the relevant planning considerations set out in the report.

Members were invited to ask technical questions of the site. The questions focused on if the garages would be relocated and where.

Members of the public were invited to speak on the application as listed above.

Members then entered debate which focused on: the Rights of Way, concerns about the social club in close proximity to the proposed dwellings and whether the pathway would become too enclosed. A motion to approve the application was proposed.

At the end of the debate, the Committee;

Resolved:

That Planning Permission be APPROVED 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 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.

- 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) location and current canopy spread of all existing trees and hedgerows on the land;
- b) full details of any to be retained, together with measures for their protection in the course of development;
- c) a detailed planting specification showing all plant species, supply and planting sizes and planting densities;
- d) finished levels and contours;
- e) means of enclosure;
- f) car park layouts;
- g) other vehicle and pedestrian access and circulation areas;
- h) all hard and soft surfacing materials;
- i) minor artefacts and structures (e.g. furniture, play equipment, refuse and

other storage units, signs, lighting etc);
j) 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 No part of the development hereby permitted shall be occupied until the access, 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.

- 6 No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be occupied until surface water drainage has been constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained.

- 7 No development shall commence on site until a noise assessment with regard to noise from the club, including any suitable noise mitigation measures has been submitted to and approved by the local planning authority. Any works which form part of the approved scheme shall be completed prior to the dwellings being first occupied and shall be maintained in accordance with the approved details at all times thereafter.

REASON: In the interests of residential amenity.

- 8 No development shall commence on site until an investigation of the history and current condition of the site to determine the likelihood of the existence of contamination arising from previous uses has been carried out and all of the following steps have been complied with to the satisfaction of the Local Planning Authority:

Step (i) A written report has been submitted to and approved by the Local Planning Authority which shall include details of the previous uses of the site for at least the last 100 years and a description of the current condition of the site with regard to any activities that may have caused contamination. The report shall confirm whether or not it is likely that contamination may be present on the site.

Step (ii) If the above report indicates that contamination may be present on or under the site, or if evidence of contamination is found, a more detailed site investigation and risk assessment has been carried out in accordance with DEFRA and Environment Agency's "Model Procedures for the Management of Land Contamination CLR11" and other authoritative guidance and a report detailing the site investigation and risk assessment shall be submitted to and approved in writing by the Local Planning Authority.

Step (iii) If the report submitted pursuant to step (i) or (ii) indicates that remedial works are required, full details have been submitted to the Local Planning Authority and approved in writing and thereafter implemented prior to the commencement of the development or in accordance with a timetable that has been agreed in writing by the Local Planning Authority as part of the approved remediation scheme. On completion of any required remedial works the applicant shall provide written confirmation to the Local Planning Authority that the works have been completed in accordance with the agreed remediation strategy.

- 9 REASON: To ensure that land contamination can be dealt with adequately prior to the use of the site hereby approved.

The development hereby permitted shall be carried out in accordance with the following approved plans:-

3742/01 Rev E received 07/04/2014

REASON: For the avoidance of doubt and in the interests of proper planning.

Informative 1

There is a low risk that bats may roost at the development site, potentially in trees and hedgerows. Bats and their roosts are protected at all times by the Conservation of Habitats and Species Regulations 2010. Planning permission for development does not provide a defence against prosecution under this legislation or substitute for the need to obtain a bat licence if an offence is likely. If bats or evidence of bats is found during the works, the applicant is

advised to stop work and follow advice from an independent ecologist or to contact the Bat Advice Service on **0845 1300 228**, email enquiries@bats.org.uk or visit the Bats Conservation Trust website www.bats.org.uk.

Informative 2

New water supply and waste water connections will be required from Wessex water to serve this proposed development. Application forms and guidance information is available from the Developer Services web-pages at our website www.wessexwater.co.uk.

Please note that DEFRA intend to implement new regulations that will require the adoption of all new private sewers. All connections subject to these new regulations will require a signed adoption agreement with Wessex Water before any drainage works commence.

Further information can be obtained from our New Connections Team by telephoning 01225 526222 for Water Supply and 01225 526333 for Waste Water.

Informative 3

A public water main is shown on record plans within the land identified for the proposed development. It appears that development proposals may affect existing water mains. It is recommended that the applicant contacts Wessex Water for further advice on this matter.

Building over or within 3 metres of an existing water mains sewers will not be permitted (without agreement) from Wessex Water under Building Regulations.

Informative 4

Separate systems of drainage will be required to serve the proposed development. No surface water connections will be permitted to the foul sewer system.

57 **Urgent Items**

There were no Urgent Items.

(Duration of meeting: 3.00 - 5.30 pm)

The Officer who has produced these minutes is Jessica Croman, of Democratic Services, direct line 01225 718262, e-mail jessica.croman@wiltshire.gov.uk

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

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WESTERN AREA PLANNING COMMITTEE

MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 11 JUNE 2014 IN THE COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Trevor Carbin, Cllr Ernie Clark, Cllr Andrew Davis, Cllr Dennis Drewett, Cllr John Knight (Vice-Chair), Cllr Magnus Macdonald, Cllr Christopher Newbury (Chairman), Cllr Graham Payne (Substitute), Cllr Pip Ridout, Cllr Jonathon Seed and Cllr Roy While

Also Present:

Cllr Rosemary Brown, Cllr Keith Humphries

58 Apologies for Absence

Apologies for absence were received from Cllr Horace Prickett. Cllr Prickett was substituted by Cllr Graham Payne.

59 Minutes of the Previous Meeting

The minutes of the meeting held on 21 May 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 21 May 2014.

60 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.

61 Declarations of Interest

Cllr Magnus MacDonald declared that he had a pecuniary interest on application 14/02361/FUL Garage site at Leslie Rise Westwood BA15 2BN, as a result of being a director of Selwood housing. For that item Cllr MacDonald withdrew from the committee and did not participate in the debate or vote.

Cllr Keith Humphries declared that he was the Cabinet Member for housing, although he would not be speaking in that capacity during application 13/06782/OUT - Land North West Of Boreham Mill, Bishopstrow Road, Warminster, but would be speaking as a local resident.

62 **Public Participation and Councillors' Questions**

No questions had been received from councillors or members of the public.

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

63 **Planning Applications**

The Committee considered the following applications:

64 **13/03987/FUL - 249/250 Winsley Road, Bradford on Avon**

Public Participation

Andy Green spoke in objection to the application.

The Planning Officer outlined the report which recommended the application for approval subject to planning conditions and a S106 agreement for contributions to Education and Open Space. The site description and an overview of the proposed development were also given noting that the site levels had been amended.

The Area Development Manager outlined the relevant planning policy. 116 letters of objection had been received which were outlined in the report. The Area Development manager drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

Cllr Rosemary Brown as local member spoke in objection noting that the site visit had been a worthwhile exercise. The main points raised included: Issues around access, pedestrian safety, the amended site levels, light pollution, ecological survey and the density of the number of houses. A statement from a local teacher was also read highlighting similar concerns.

The debate focused on the density of the number of houses and concerns with parked cars on the road side which would reduce motorists' visibility when exiting the development. A motion for refusal was not accepted by the committee. A new motion was to move the officer's recommendation with additional conditions was proposed. The new conditions included a construction

management plan where deliveries would not be allowed from 8am to 9am and 2.45pm to 3.45pm. It was noted that on street parking restrictions would not be able to be imposed by a planning application but this could be examined separately as a highway matter if problems arose. At the end of the debate it was;

Resolved

To delegate to the Area Development Manager to grant permission, subject to the prior completion of a Section 106 legal agreement in relation to the following matters:-

- Delivery of contributions towards education costs of a total of £76,449.
- Delivery of contributions towards the cost of offsite play and open space provision at a total cost of £11,175

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 The development hereby permitted shall be carried out in accordance with the following approved plans:**

**7752-1D Site layout
7752-12A Street view
7752-3a House Type B
7752-4a - House Type C
7752-12 - House Type D
7752-6B - House Type E1
7752-7C - House type E2
7752-8A House type E3**

REASON: For the avoidance of doubt and in the interests of proper planning.

- 3 No development shall commence on site until all the existing buildings on site have been permanently demolished and all of the demolition materials and debris resulting there from has been removed from the site.**

REASON: In the interests of the character and appearance of the area [and neighbouring amenities].

- 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.

- 5** 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) a detailed planting specification showing all plant species, supply and planting sizes and planting densities;
- b) finished levels and contours;
- c) means of enclosure;
- d) car park layouts;
- e) other vehicle and pedestrian access and circulation areas;
- f) all hard and soft surfacing materials;
- g) 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.

- 6** 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.

- 7** No demolition, site clearance or development shall commence on site, and; no equipment, machinery or materials shall be brought on to site for the purpose of development, until a Tree Protection Plan showing the exact position of each tree/s and their protective fencing in accordance with British Standard 5837: 2012: "Trees in Relation to Design, Demolition and Construction -Recommendations"; has been

submitted to and approved in writing by the Local Planning Authority, and;

The protective fencing shall be erected in accordance with the approved details. The protective fencing shall remain in place for the entire development phase and until all equipment, machinery and surplus materials have been removed from the site. Such fencing shall not be removed or breached during construction operations.

No retained tree/s shall be cut down, uprooted or destroyed, nor shall any retained tree/s be topped or lopped other than in accordance with the approved plans and particulars. Any topping or lopping approval shall be carried out in accordance British Standard 3998: 2010 "Tree Work - Recommendations" or arboricultural techniques where it can be demonstrated to be in the interest of good arboricultural practise.

If any retained tree is removed, uprooted, destroyed or dies, another tree shall be planted at the same place, at a size and species and planted at such time, that must be agreed in writing with the Local Planning Authority.

No fires shall be lit within 15 metres of the furthest extent of the canopy of any retained trees or hedgerows or adjoining land and no concrete, oil, cement, bitumen or other chemicals shall be mixed or stored within 10 metres of the trunk of any tree or group of trees to be retained on the site or adjoining land.

(In this condition "retained tree" means an existing tree which is to be retained in accordance with the approved plans and particulars; and paragraphs above shall have effect until the expiration of five years from the date of this permission).

- 8 No development shall commence on site until details of the estate roads, footways, footpaths, verges, junctions, street lighting, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, accesses, carriageway gradients, drive gradients, car parking and street furniture, including the timetable for provision of such works, have been submitted to and approved in writing by the Local Planning Authority. The development shall not be first occupied until the estate roads, footways, footpaths, verges, junctions, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, drive gradients, car parking and street furniture have all been constructed and laid out in accordance with the approved details, unless an alternative timetable is agreed in the approved details.

REASON: To ensure that the roads are laid out and constructed in a satisfactory manner.

- 9 Notwithstanding the visibility splays indicated on the approved plan Ref 7752-1D – Site Layout), no development shall commence on site until visibility splays have been provided between the edge of the carriageway and a line extending from a point 2.4m metres back from the edge of the carriageway, measured along the centre line of the access, to the points on the edge of the carriageway 41m metres to the west and 49m metres to the east from the centre of the access. Such splays shall thereafter be permanently maintained free from obstruction to vision above a height of 300mm above the level of the adjacent carriageway.

REASON: In the interests of highway safety.

- 10 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.

- 11 No external lighting shall be installed on site until plans showing the type of light appliance, the height and position of fitting, illumination levels and light spillage spillage in accordance with the appropriate Environmental Zone standards set out by the Institute of Lighting Engineers in their publication "Guidance Notes for the Reduction of Obtrusive Light" (ILE, 2005)", have been submitted to and approved in writing by the Local Planning Authority. The approved lighting shall be installed and shall be maintained in accordance with the approved details and no additional external lighting shall be installed.

REASON: In the interests of the amenities of the area and to minimise unnecessary light spillage above and outside the development site.

- 12 No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first brought into use until surface water drainage has been constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained.

- 13 No development shall commence within the area indicated [Site

Location Plan: received 11 April 2014] until:

a) A written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority; and

b) The approved programme of archaeological work has been carried out in accordance with the approved details.

REASON: To enable the recording of any matters of archaeological interest.

- 14 Prior to the commencement of development a report including an ecological site survey and details of all necessary mitigation measures shall be submitted to the local planning authority for written approval. The works thereafter will be completed in accordance with the recommendations and timescales of the approved report.**

Reason: In the interests of ecological protection.

- 15 No development shall commence on site (including any works of demolition), until a Construction Method Statement, which shall include the following:**

- a) the parking of vehicles of site operatives and visitors;**
- b) loading and unloading of plant and materials;**
- c) storage of plant and materials used in constructing the development;**
- d) wheel washing facilities;**
- e) measures to control the emission of dust and dirt during construction;**
- f) a scheme for recycling/disposing of waste resulting from demolition and construction works; and :-**
- g) hours of construction, including deliveries (no delivery vehicles shall access or egress from the site between 8:00 and 9:00am and 2:45 and 3:45pm Monday to Friday);**

has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be complied with in full throughout the construction period. The development shall not be carried out otherwise than in accordance with the approved construction method statement.

REASON: To minimise detrimental effects to the neighbouring amenities, the amenities of the area in general, detriment to the

natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

1

INFORMATIVES

INFORMATIVE TO APPLICANT:

The applicant should note that under the terms of the Wildlife and Countryside Act 1981 and Countryside and Rights of Way Act 2000, it is an offence to disturb nesting birds or roosting bats. You should note that the work hereby granted consent does not override the statutory protection afforded to these species and you are advised to seek expert advice if you suspect that the demolition would disturb any protected species. For further advice, please contact the district ecologist at Wiltshire Council.

2

INFORMATIVE TO APPLICANT

Water Supply and Waste Connections

New water supply and waste water connections will be required from Wessex water to serve this proposed development. Application forms and guidance information is available from the Developer Services web-pages at our website www.wessexwater.co.uk.

Please note that DEFRA intend to implement new regulations that will require the adoption of all new private sewers. All connections subject to these new regulations will require a signed adoption agreement with Wessex Water before any drainage works commence.

Further information can be obtained from our New Connections Team by telephoning 01225 526222 for Water Supply and 01225 526333 for Waste Water.

S105a Public Sewers

On 1st October 2011, in accordance with the Water Industry (Schemes for Adoption of Private Sewers) Regulations 2011, Wessex Water became responsible for the ownership and maintenance of thousands of kilometres of formerly private sewers and lateral drains (section 105a sewers). At the date of transfer many of these sewers are unrecorded on public sewer maps. These sewers can be located within property boundaries at the rear or side of any premises in addition to the existing public sewers shown on our record plans. They will commonly be affected by development proposals and we normally advise applicants to survey and plot these sewers on plans submitted for Planning or Building Regulations purposes.

More information relating to this transfer can be found on our website.

- 3 It is important to undertake a full survey of the site and surrounding land to determine the local drainage arrangements and to contact our sewer protection team on 01225 526333 at an early stage if you suspect that a section 105a sewer may be affected.

INFORMATIVE:

This permission shall be read in conjunction with an agreement made under S106 of the Town and Country Planning Act, 1990.

65 **14/02339/FUL - Plot adjacent to `Beechwood`, Bratton Road, West Ashton**

Public Participation

Mr Pursey spoke in objection to the application.

Howard Waters (Agent) spoke in support of the application.

Richard Covington on behalf of West Ashton Parish Council spoke in objection to the application.

The Planning Officer outlined the report which recommended the application for approval. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy. Four letters of objection had been received which were outlined in the report. The Planning Officer drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

The debate focused on the size of the development, how the development was out of keeping with the area which dominated neighbouring properties. At the end of the debate it was;

Resolved:

To refuse planning permission for the following reason:

The proposed dwelling by reason of its siting, size, height and design would have an adverse impact upon the character and appearance of the street scene and neighbouring amenity, contrary to Policy C31a and C38 of the West Wiltshire District Local Plan (Adopted 2004).

66 **13/06782/OUT - Land North West Of Boreham Mill, Bishopstrow Road, Warminster**

Public Participation

Jeremy Kelton spoke in objection to the application.

Alastair Wright spoke in objection to the application.
Danny Howell spoke in objection to the application.
Steve Dancey spoke in objection to the application.
Mike Robert spoke in support of the application.
Isabel Allen spoke in support of the application.
Keith Humphries spoke in support of the application.
Mike Perry spoke on behalf of Bishopstrow Parish Council in objection to the application.
Sue Fraser spoke on behalf of Warminster Town Council in support of the application.

The Planning Officer outlined the report which recommended the application for approval subject to a section 106 legal agreement. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy and drew attention to the relevant planning considerations.

52 letters of objection had been received which were outlined in the report and it was noted that a further 309 had signed an online petition. A letter had also been received from the local MP and 12 late objections from consultees including Fish Legal and the Wiltshire Fishery Association. 4 letters of support had also been received.

Members were invited to ask technical questions about the site. Questions focused on the cascading marketing approach which would be used, clarification on the custom build definition and if the development would be affected by flooding.

Members of the public were invited to speak on the application as listed above.

Cllr Davis as local member spoke against the application; the main points raised included: the site being located outside of the Warminster town planning policy limits, flooding and that the application was an outline application with no details.

The debate focused on affordable housing, policy H1 and CP2, the buffer zones around the development and limiting the developments to two storeys.

During the course of debate there was a discussion of the position of Selwood Housing, and Councillor Magnus Macdonald declared that he was a member of the Selwood board. However, Selwood Housing made a late submission in writing to clarify that it was a prospective partner, not the applicant, and that there was no formal agreement in place, after which Councillor Magnus Macdonald stated that he would vote on the application.

A motion to refuse the application was put forward and the requisite number of members having requested a recorded vote, the results were as followed:

For;

Cllrs Trevor Carbin, Ernie Clark, Andrew Davis, John Knight, Christopher Newbury.

Against;

Cllrs Dennis Drewett, Magnus Macdonald, Pip Ridout, Jonathon Seed, Roy While, Graham Payne.

The motion was defeated and a new motion to approve the recommendation was put forward with an added condition to impose a 2 storey restriction on the development. An amendment to the motion was proposed to increase the buffer zone from 8 metres to 20 metres. The amendment was defeated and the original motion to approve the recommendation with the additional condition was back on the table for discussion. The requisite number of member having requested a recorded vote the results were as followed:

For:

Cllrs Dennis Drewett, Magnus Macdonald, Pip Ridout, Jonathon Seed, Roy While, Graham Payne.

Against:

Cllrs Trevor Carbin, Ernie Clark, Andrew Davis, John Knight, Christopher Newbury.

Resolved

The Area Development Manager be authorised to grant permission on the completion of a legal agreement to secure:-

- **The housing units to be provided are restricted to be for custom build;**
- **The housing units to be subject to a cascade marketing approach, giving priority to local people;**
- **30% affordable housing to be provided on-site;**
- **Financial contributions for offsite open space comprising £48,891.85 and £7,838.74 to upgrade facilities at Warminster Sports Centre;**
- **Financial contributions amounting to £134,085 for secondary education school spaces;**
- **A financial contribution associated to Salisbury Plain Special Protection Area to help fund a project to evaluate the impact of additional visitors to Salisbury Plain on bird species;**
- **Establishing the constitution and terms of reference of a Communal Area Management Company;**
- **A Communal Area Management Plan to be submitted and approved by the Council, with the requirements of the Plan to be carried out by ecological contractors appointed by the Management Company, and;**
- **Highway infrastructure improvement works with the bus stop on the north side of Boreham Road to be upgraded and the construction of a pedestrian refuge on Boreham Road.**

And Subject to the following conditions :

1. The development hereby permitted shall be begun either before the expiration of three years from the date of this permission, or before the expiration of two years from the date of approval of the last of the reserved matters to be approved, whichever is the later.

REASON: To comply with the provisions of Section 92 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 details of the following matters (in respect of which approval is expressly reserved) have been submitted to, and approved in writing by, the Local Planning Authority:

- (a) The scale of the development;
- (b) The layout of the development;
- (c) The external appearance of the development;
- (d) The landscaping of the site;

The development shall be carried out in accordance with the approved details.

REASON: The application was made for outline planning permission and is granted to comply with the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 3(1) of the Town and Country Planning (General Development Procedure) Order 1995.

3. An application for the approval of all of the reserved matters shall be made to the Local Planning Authority before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990.

4. The reserved matters submission shall be designed in accordance with the general principles set out in the submitted "Design Principles Rev B" document.

REASON: To ensure that the design quality envisaged at outline stage is actually delivered in the final scheme.

5. No development shall commence on site (other than that required to be carried out as part of a scheme of remediation approved by the Local Planning Authority under this condition), until steps (i) to (iii) below have been fully complied with. If unexpected contamination is found after development has begun, development must be halted on that part of the site affected by the unexpected contamination to the extent specified by the Local Planning Authority in writing until step (iv) has been complied with in full in relation to that contamination.

Step (i) Site Characterisation:

An investigation and risk assessment must be completed to assess the

nature and extent of any contamination on the site, whether or not it originates on the site. The investigation and risk assessment must be undertaken by competent persons and a written report of the findings submitted to and approved in writing by the Local Planning Authority. The report of the findings must include:

- A survey of the extent, nature and scale of contamination on site;
- The collection and interpretation of relevant information to form a conceptual model of the site, and a preliminary risk assessment of all the likely pollutant linkages;
- If the preliminary risk assessment identifies any potentially significant pollutant linkages a ground investigation shall be carried out, to provide further information on the location, type and characteristics that can influence the behaviour of the contaminants;
- An assessment of the potential risks to:
 - a) human health,
 - b) property (existing or proposed) including buildings, crops, livestock, pets, woodland and service lines and pipes,
 - c) adjoining land,
 - d) groundwater and surface waters,
 - e) ecological systems,
 - f) archaeological sites and ancient monuments

This must be conducted in accordance with DEFRA and the Environment Agency's "Model Procedures for the Management of Land Contamination, CLR 11" and other authoritative guidance.

Step (ii) Submission of Remediation Scheme:

If any unacceptable risks are identified as a result of the investigation and assessment referred to in step (i) above, a detailed remediation scheme to bring the site to a condition suitable for the intended use must be prepared. This should detail the works required to remove any unacceptable risks to human health, buildings and other property and the natural and historical environment, should be submitted to and approved in writing by the Local Planning Authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, a timetable of works and site management procedures.

Step (iii) Implementation of Approved Remediation Scheme:

The approved remediation scheme under step (ii) must be carried out in accordance with its requirements. The Local Planning Authority must be given at least two weeks written notification of commencement of the remediation scheme works.

Step (iv) Reporting of Unexpected Contamination:

In the event that contamination is found at any time when carrying out the approved development that was not previously identified it should be reported in writing immediately to the Local Planning Authority. An investigation and risk assessment should be undertaken in accordance with the requirements of step (i) above and where remediation is necessary, a remediation scheme should be prepared in accordance with the requirements of step (ii) and submitted to and approved in writing by the Local Planning Authority.

Step (v) Verification of remedial works:

Following completion of measures identified in the approved remediation scheme a verification report should be submitted to the Local Planning Authority. The report should demonstrate the effectiveness of the remedial works.

A statement should also be provided by the developer which is signed by a person who is competent to confirm that the works detailed in the approved scheme have been carried out (The Local Planning Authority can provide a draft Remediation Certificate when the details of the remediation scheme have been approved at stage (ii) above).

The verification report and signed statement should be submitted to and approved in writing of the Local Planning Authority.

Step (vi) Long Term Monitoring and Maintenance:

If a monitoring and maintenance scheme is required as part of the approved remediation scheme, reports must be prepared and submitted to the Local Planning Authority for approval at the relevant stages in the development process as approved by the Local Planning Authority in the scheme approved pursuant to step (ii) above, until all the remediation objectives in that scheme have been achieved.

All works must be conducted in accordance with DEFRA and the Environment Agency's "Model Procedures for the Management of Land Contamination, CLR 11" and other authoritative guidance.

REASON:

To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors.

6. Prior to commencement of the development full structural details and calculations of the culvert beneath the access road shall be submitted to the Local Planning Authority for approval by the Structures team of the Council . The culvert shall be constructed in full accordance with the details approved.

REASON: In the interests of ensuring correct drainage of the frontage ditch and the structural integrity of the access road serving the site.

7. No part of the residential development shall be first occupied until the access has been completed in accordance with the details shown on plan number IMA/13/071/010/A.

REASON: In the interests of highway safety.

8. No part of the residential development shall be first occupied until the field gate access to the west of the proposed development has been closed, with the existing lowered kerbs being replaced by full- height kerbs. After the first occupation of the development, the sole means of vehicular and pedestrian access to the development shall be as shown on plan number IMA/13/071/010/A.

REASON: In the interests of highway safety.

9. No part of the residential development shall be first occupied until the footway has been reconstructed over part of the frontage of the site at a consistent 2 metres width (between a position 26 metres west of the centre-line of the site access and a position opposite the existing pedestrian refuge on the site frontage) with the exception that some variation to this width will be accepted at the location of the retained trees. Full details of these works shall be submitted to and approved in writing by the local planning authority prior to commencement of the works.

REASON: In the interests of highway safety.

10. No development shall commence on site until a foul and surface water drainage strategy has been submitted to and approved in writing by the local planning authority. The drainage scheme shall be completed in accordance with the approved details and to a timetable agreed with the local planning authority.

REASON: To ensure that proper provision is made for sewerage of the site and that the development does not increase the risk of sewer flooding to downstream property.

11. Prior to commencement of the development, a scheme to maintain and enhance the River Avon SAC as agreed with the Environment Agency and Natural England shall be submitted to and approved in writing by the local planning authority. The scheme will demonstrate the works to be undertaken within 8 metres of the river and ditches to enhance existing habitats and support the wider programme of river restoration works being promoted by the Environment Agency. It will also include details of a water quality monitoring programme that has been agreed with the Environment Agency. The works will be undertaken in accordance with the approved scheme.

REASON: In the interests of maintaining the ecological interest of the River Wylde corridor and River Avon system SSSI.

12. Following the approval of a future reserved matters application, the residential development shall be carried out in full accordance with the Flood Risk Assessment (published by Hydrock, Ref: R/C08249/001.03, dated December 2013) and the following mitigation measures detailed therein:-

- Limiting the surface water run-off generated by the 1 in 100 year critical storm, including a 30% allowance for climate change, so that it will not exceed the run-off from the undeveloped site and not increase the risk of flooding off-site (paragraph 5.2).
- Ground levels within Flood Zones 3 & 2 shall not be raised - all ground levels shall remain as 'existing' within these Flood Zones (paragraph 3.1).
- Finished floor levels shall be set no lower than 104.65 metres above Ordnance Datum (paragraph 4.2.1).

REASON: To prevent flooding by ensuring the satisfactory storage of/disposal of surface water from the site as well as ensuring that there will be no increased risk of flooding to other land/properties due to impedance of

flood flows and/or reduction of flood storage capacity.

13. Following the approval of a future reserved matters application, all new development shall lie solely within Flood Zone 1 (sequential approach). In addition, irrespective of the extent of the Flood Zones, there shall be no development within 8 metres of the top of the bank of 'main' river (River Wylfe) and no development within 4 metres of the top of bank of 'ordinary' watercourses. Provision shall be made for [controlled] vehicular access route(s) to these 'no development' areas / wider 'main' river and 'ordinary' watercourse corridors.

REASON: To provide riparian owner access to facilitate maintenance and possible future improvements.

14. Piling or any other foundation designs using penetrative methods shall not be permitted other than with the express written consent of the local planning authority, which may be given for those parts of the site where it has been demonstrated that there is no resultant unacceptable risk to groundwater. The development shall be carried out in accordance with the approved details.

REASON: Penetrative foundation methods can result in risks to potable water supplies. Thus it needs to be demonstrated that any proposed piling will not result in contamination of groundwater.

15. No infiltration of surface water drainage into the ground shall be permitted other than with the express written consent of the local planning authority, which may be given for those parts of the site where it has been demonstrated that there is no resultant unacceptable risk to controlled waters. The development shall be carried out in accordance with the approved details.

REASON: To protect controlled waters from pollution.

16. No development shall be commenced until a Construction Environmental Management Plan, incorporating pollution prevention measures, has been submitted to and approved in writing by the local planning authority. The plan shall subsequently be implemented in accordance with the approved details and agreed timetable.

REASON To prevent pollution of the water environment and maintain the water quality of the River Avon SAC.

17. No development shall commence until a scheme for water efficiency has been submitted to and approved in writing by the local planning authority. The scheme shall be implemented in accordance with the agreed details.

REASON: In the interests of sustainable development and prudent use of natural resources.

18. The dwellings to be submitted as part of any subsequent reserved matters application(s) shall be of a maximum of two storeys in height.

REASON: In the interests of visual amenity.

19. The development hereby permitted shall be carried out in accordance with the following approved plans:

Site Location Plan 340/S/200
Proposed Ecology Zone 340/S/203
Proposed Site Access Junction & Visibility Splay IMA-13-071/010A
Schematic Ditch Culvert at Site Access IMA-13-071/003
Indicative Masterplan 2561-100

REASON: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVES TO APPLICANT:

1. Safeguards should be implemented during the construction phase to minimise the risks of pollution from the development. Such safeguards should cover:

- the use of plant and machinery
- oils/chemicals and materials
- the use and routing of heavy plant and vehicles
- the location and form of work and storage areas and compounds
- the control and removal of spoil and wastes.

The applicant should refer to the Environment Agency's Pollution Prevention Guidelines at:

<http://www.environment-agency.gov.uk/business/topics/pollution/39083.aspx>.

2. There are ordinary watercourses within or in close proximity to the site. If it is intended to obstruct the flow in the watercourse (permanently or temporarily, including culverting) you will require prior Land Drainage Consent from Wiltshire Council as the Lead Local Flood Authority. Please contact the Drainage Team to discuss their requirements:-

<http://www.wiltshire.gov.uk/communityandliving/civilemergencies/drainage/drainageordinarywatercourseconsent.htm>

3. Under the terms of the Water Resources Act 1991 and the Land Drainage Byelaws the prior written consent (Flood Defence Consent) of the Environment Agency is required for any proposed works (permanent or temporary) or structures in, under, over or within 8 metres of the top of the bank of the River Wylde, designated a 'main' river. The need for this consent is over and above the need for planning consent. The applicant is advised to contact Daniel Griffin on 01258 483421 to discuss the scope of our controls.

4. An appropriate submitted scheme to discharge the water efficiency condition would include a water usage calculator showing how the development will not exceed a usage level of 105 litres per person per day.

The Committee had a 15 minute recess at 17:40 and resumed at 17.55.

67 **13/06783/LBC - Boreham Road, Warminster, BA12 9HE**

Public Participation

Chris Wordsworth spoke in support of the application.

The Planning Officer outlined the report which recommended that listed building consent be granted. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy. Eight letters of objection had been received which were outlined in the report. The Planning Officer drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site. These focused on where the milestone would be placed and if on the other side of the road then set back from the path.

Members of the public were invited to speak on the application as listed above.

The debate focused on the area which was best for the milestone noting that the exact area was still to be determined and that the Committee preferred the milestone to be set back from the footpath.

Resolved:

To grant consent, subject to the following conditions:

1 The works for which Listed Building Consent is hereby granted shall be begun before the expiration of three years from the date of this consent.

REASON: To comply with the provisions of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2 The milestone shall not be removed from its existing location until a schedule of refurbishment works including a timetable for its restoration and re-erection have been submitted to and agreed in writing with the local planning authority. The schedule shall detail the careful transport and secure storage of the milestone during the course of these works. The schedule shall also identify the proposed precise location of the site of the re-erected milestone, which shall be set back from the pavement to preserve its setting. The works shall be carried out in accordance with the approved details.

REASON: In the interests of preserving the physical fabric and historical integrity of this heritage asset and good conservation planning.

3 The milestone shall be relocated to the approved new location within one calendar month of the completion of its refurbishment.

REASON: To minimise the amount of time in which the heritage asset is not on public view and in the interests of good conservation planning.

4 The development hereby permitted shall be carried out in accordance with the following approved plans: IMA-13-071 002A, IMA-13-071 004C and IMA-13-071 005

REASON: To define the terms of the consent hereby granted and in the interests of good conservation planning.

68 14/04344/FUL - Land North West 6 Holmleaze Steeple Ashton

Public Participation

George Menzies (Agent) spoke in support of the application.

Jeffery Hyatt on behalf of Steeple Ashton Parish Council spoke in objection to the application.

The Planning Officer outlined the report which recommended the application for approval. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy. Four letters of objection had been received which were outlined in the report. The Planning Officer drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

The debate focused on the previous permission granted, the site being overdeveloped, the visual impact on the area and the permitted development rights being previously removed. At the end of the debate it was;

Resolved:

To refuse planning permission for the following reason:

The proposed development by reason of its increase in size would represent overdevelopment of the site and would be detrimental to the character and appearance of the area contrary to Saved Policy C31a of the West Wiltshire District Local Plan (Adopted 2004).

69 14/03770/FUL - Sienna Valley Farm, Huntenhull Lane, Chapmanslade BA13 4AS

Public Participation

Francis Morland spoke in objection to the application.

Keith Muston spoke in objection to the application.
Derek Tanswell (Agent) spoke in support of the application.
Dennis Barnard on behalf of Champmanslade Parish Council spoke in objection to the application.

The Planning Officer outlined the report which recommended the application for approval. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy and gave the relevant planning history. Two letters of objection had been received which were outlined in the report. The Planning Officer drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

Cllr Keith Humphries read a statement on behalf of the local member Cllr Fleur de Rhé-Phillipe, the points raised included: The use of the development and the amount of space actually required for the intended use.

The debate focused on the requirement of the development, the impacts on the area and that the applicant had not justified the agricultural need of the extension. At the end of the debate it was;

Resolved

Torefuse planning permission for the following reason:

The proposed extension would exceed the justified need and have an adverse impact upon the special landscape character area contrary to Saved Policies C3 and C31a of the West Wiltshire District Local Plan (Adopted 2004).

70 **14/03464/FUL - Garage Site ,Holbrook Vale, Berryfield, Melksham, Wilts SN12 6EJ**

Public Participation

Kevin Gale spoke in objection to the application.
Mr Vines spoke in objection to the application.
Paul Walsh (Selwood Housing) spoke in support of the application.

The Planning Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy and gave the relevant planning history. One letter of objection had been received which was outlined

in the report and a petition with 15 signatures objecting. The Planning Officer drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

Cllr Roy While as the local member opened the debate and raised concerns over parking, loss of garages and the increase of vehicles in the area. An amendment was made to a motion of refusal for unacceptable levels of overlooking. The motion was defeated and a new motion to move the officer's recommendation was put forward and at the end of the debate it was;

Resolved

To grant planning permission 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 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.

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) location and current canopy spread of all existing trees and hedgerows on the land;**
- b) full details of any to be retained, together with measures for their protection in the course of development;**
- c) a detailed planting specification showing all plant species, supply and planting sizes and planting densities;**
- d) finished levels and contours;**
- e) means of enclosure;**
- f) car park layouts;**
- g) other vehicle and pedestrian access and circulation areas;**
- h) all hard and soft surfacing materials;**
- i) minor artefacts and structures (e.g. furniture, play equipment, refuse and other storage units, signs, lighting etc);**
- j) 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. No part of the development hereby permitted shall be occupied until the access, 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.

6. No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be occupied until surface water drainage has been constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained.

7. During the course of construction, should any sources of land contamination be identified, the applicant shall submit a remediation plan for the written approval of the Council. Such a plan should detail the following:

- i) provide an updated risk assessment for chemical contamination**
- ii) detail the necessary works to remediate any chemical contamination identified, that is unacceptable in the context of the approved development and its environmental setting, as identified by the site investigation and risk assessment work;**
- iii) remediation validation works**

Any site investigation works shall be carried out in line with the main procedural requirements of BS 1017:2001 - Investigation of Potentially Contaminated Sites - Code of Practice.

Where a requirement for quantitative risk assessment is identified, the assessment works shall be carried out in line with the requirements of the UK Contaminated Land Exposure Assessment (CLEA) guidelines, for assessment of human health risks. Also for ground and surface water risk assessment the Environment Agency R&D Publication 20 "Methodology for the Derivation of Remedial Targets for Soil and Groundwater to Protect Water Resources" protocol shall be utilised.

REASON: To ensure that land contamination can be dealt with adequately prior to the use of the site hereby approved.

8. 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 in the eastern elevation above ground floor ceiling level of the development hereby permitted.

REASON: In the interests of residential amenity and privacy.

9. The development hereby permitted shall be carried out in accordance with the following approved plans:-
3729/01 Rev A received 28/03/2014

REASON: For the avoidance of doubt and in the interests of proper planning.

Informative 1

There is a low risk that bats may roost at the development site, potentially in trees and hedgerows. Bats and their roosts are protected at all times by the Conservation of Habitats and Species Regulations 2010. Planning permission for development does not provide a defence against prosecution under this legislation or substitute for the need to obtain a bat licence if an offence is likely. If bats or evidence of bats is found during the works, the applicant is advised to stop work and follow advice from an independent ecologist or to contact the Bat Advice Service on 0845 1300 228, email enquiries@bats.org.uk or visit the Bats Conservation Trust website www.bats.org.uk.

Informative 2

New water supply and waste water connections will be required from Wessex water to serve this proposed development. Application forms and guidance information is available from the Developer Services web-pages at our website www.wessexwater.co.uk.

Please note that DEFRA intend to implement new regulations that will require the adoption of all new private sewers. All connections subject to these new regulations will require a signed adoption agreement with Wessex Water before any drainage works commence.

Further information can be obtained from our New Connections Team by telephoning 01225 526222 for Water Supply and 01225 526333 for Waste Water.

Informative 3

A public water main is shown on record plans within the land identified for the proposed development. It appears that development proposals may affect existing water mains. It is recommended that the applicant contacts Wessex Water for further advice on this matter.

Building over or within 3 metres of an existing water mains sewers will not be permitted (without agreement) from Wessex Water under Building Regulations.

Informative 4

Separate systems of drainage will be required to serve the proposed development. No surface water connections will be permitted to the foul sewer system.

71 **13/06270/FUL - Land North of 46-47 High Street, Heytesbury, BA12 0EB**

Public Participation

Michael Gribble spoke in objection to the application.

Bryan Wyatt spoke in objection to the application.

Michele Reed spoke in objection to the application.

Steven Reynolds (Applicant) spoke in support of the application.

Peter Grist (Agent) spoke in support of the application.

Brian Pearce spoke in support of the application.

The Area Development Manager outlined the report which recommended the application for refusal. The site description and an overview of the proposed development were also given.

The Area Development Manager outlined the relevant planning policy. Six letters of objection had been received which was outlined in the report and three letters of support. The Area Development Manager drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

Cllr Newbury as the local member opened the debate and noted that there were no comments from the parish council. He moved the case officer's recommendation, and this was seconded. It was;

Resolved

To refuse planning permission for the following reason:

1. The proposed dwelling, set in an elevated backland position on a small plot out of keeping with the existing grain of development and in a cramped relationship with the neighbouring dwelling under construction, would be visible from High Street and Chapel Road. In this setting the dwelling would constitute an incongruous presence that would therefore neither preserve nor enhance the special character and appearance of the Conservation Area. The proposal would therefore be contrary to Policies H17, C17 and C18 of the West Wiltshire District Plan First Alteration 2004, the Emerging Wiltshire Core Strategy and the National Planning Policy Framework.

72 **14/03407/FUL - Mulberry Snakes, Hilperton Rd, Trowbridge, BA14 7JW**

Public Participation

Brian Convery spoke in objection to the application.
Bob Pippett spoke in objection to the application.

The Area Development Manager outlined the report which recommended the application for approval. The site description and an overview of the proposed development were also given.

The Area Development Manager outlined the relevant planning policy. Five letters of objection had been received which were outlined in the report. The Area Development Manager drew attention to the relevant planning Considerations.

Members were invited to ask technical questions about the site. No questions were asked.

Members of the public were invited to speak on the application as listed above.

Cllr Graham Payne read a state submitted by Cllr Blakemore the local member, points raised included the visual impact, the distance to the neighbouring property, the removal of trees and the extent of the applicant's land.

The debate focused on the development being built in a conservation area and the visual impact. At the end of the debate it was;

Resolved

To refuse planning permission for the following reason:

The proposed development would have an adverse visual impact on the appearance of this part of the conservation area, by reason of the siting, height, design and general appearance of the building in this location and the associated works required to construct it. This would conflict with policy C31a of the West Wiltshire District Plan and would fail to preserve or enhance the character or appearance of this part of the conservation area.

73 **Urgent Items**

There were no Urgent Items.

(Duration of meeting: 3.00 - 7.45 pm)

The Officer who has produced these minutes is Jessica Croman, of Democratic Services, direct line 01225 718262, e-mail jessica.croman@wiltshire.gov.uk

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

WESTERN AREA PLANNING COMMITTEE

MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 11 JUNE 2014 IN THE COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Trevor Carbin, Cllr Ernie Clark, Cllr Andrew Davis, Cllr Dennis Drewett, Cllr John Knight (Vice-Chair), Cllr Magnus Macdonald, Cllr Christopher Newbury (Chairman), Cllr Graham Payne (Substitute), Cllr Pip Ridout, Cllr Jonathon Seed and Cllr Roy While

Also Present:

Cllr Rosemary Brown, Cllr Keith Humphries

58 Apologies for Absence

Apologies for absence were received from Cllr Horace Prickett. Cllr Prickett was substituted by Cllr Graham Payne.

59 Minutes of the Previous Meeting

The minutes of the meeting held on 21 May 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 21 May 2014.

60 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.

61 Declarations of Interest

Cllr Magnus MacDonald declared that he had a pecuniary interest on application 14/02361/FUL Garage site at Leslie Rise Westwood BA15 2BN, as a result of being a director of Selwood housing. For that item Cllr MacDonald withdrew from the committee and did not participate in the debate or vote.

Cllr Keith Humphries declared that he was the Cabinet Member for housing, although he would not be speaking in that capacity during application 13/06782/OUT - Land North West Of Boreham Mill, Bishopstrow Road, Warminster, but would be speaking as a local resident.

62 **Public Participation and Councillors' Questions**

No questions had been received from councillors or members of the public.

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

63 **Planning Applications**

The Committee considered the following applications:

64 **13/03987/FUL - 249/250 Winsley Road, Bradford on Avon**

Public Participation

Andy Green spoke in objection to the application.

The Planning Officer outlined the report which recommended the application for approval subject to planning conditions and a S106 agreement for contributions to Education and Open Space. The site description and an overview of the proposed development were also given noting that the site levels had been amended.

The Area Development Manager outlined the relevant planning policy. 116 letters of objection had been received which were outlined in the report. The Area Development manager drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

Cllr Rosemary Brown as local member spoke in objection noting that the site visit had been a worthwhile exercise. The main points raised included: Issues around access, pedestrian safety, the amended site levels, light pollution, ecological survey and the density of the number of houses. A statement from a local teacher was also read highlighting similar concerns.

The debate focused on the density of the number of houses and concerns with parked cars on the road side which would reduce motorists' visibility when exiting the development. A motion for refusal was not accepted by the committee. A new motion was to move the officer's recommendation with additional conditions was proposed. The new conditions included a construction

management plan where deliveries would not be allowed from 8am to 9am and 2.45pm to 3.45pm. It was noted that on street parking restrictions would not be able to be imposed by a planning application but this could be examined separately as a highway matter if problems arose. At the end of the debate it was;

Resolved

To delegate to the Area Development Manager to grant permission, subject to the prior completion of a Section 106 legal agreement in relation to the following matters:-

- Delivery of contributions towards education costs of a total of £76,449.
- Delivery of contributions towards the cost of offsite play and open space provision at a total cost of £11,175

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 The development hereby permitted shall be carried out in accordance with the following approved plans:**

**7752-1D Site layout
7752-12A Street view
7752-3a House Type B
7752-4a - House Type C
7752-12 - House Type D
7752-6B - House Type E1
7752-7C - House type E2
7752-8A House type E3**

REASON: For the avoidance of doubt and in the interests of proper planning.

- 3 No development shall commence on site until all the existing buildings on site have been permanently demolished and all of the demolition materials and debris resulting there from has been removed from the site.**

REASON: In the interests of the character and appearance of the area [and neighbouring amenities].

- 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.

- 5** 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) a detailed planting specification showing all plant species, supply and planting sizes and planting densities;
- b) finished levels and contours;
- c) means of enclosure;
- d) car park layouts;
- e) other vehicle and pedestrian access and circulation areas;
- f) all hard and soft surfacing materials;
- g) 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.

- 6** 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.

- 7** No demolition, site clearance or development shall commence on site, and; no equipment, machinery or materials shall be brought on to site for the purpose of development, until a Tree Protection Plan showing the exact position of each tree/s and their protective fencing in accordance with British Standard 5837: 2012: "Trees in Relation to Design, Demolition and Construction -Recommendations"; has been

submitted to and approved in writing by the Local Planning Authority, and;

The protective fencing shall be erected in accordance with the approved details. The protective fencing shall remain in place for the entire development phase and until all equipment, machinery and surplus materials have been removed from the site. Such fencing shall not be removed or breached during construction operations.

No retained tree/s shall be cut down, uprooted or destroyed, nor shall any retained tree/s be topped or lopped other than in accordance with the approved plans and particulars. Any topping or lopping approval shall be carried out in accordance British Standard 3998: 2010 "Tree Work - Recommendations" or arboricultural techniques where it can be demonstrated to be in the interest of good arboricultural practise.

If any retained tree is removed, uprooted, destroyed or dies, another tree shall be planted at the same place, at a size and species and planted at such time, that must be agreed in writing with the Local Planning Authority.

No fires shall be lit within 15 metres of the furthest extent of the canopy of any retained trees or hedgerows or adjoining land and no concrete, oil, cement, bitumen or other chemicals shall be mixed or stored within 10 metres of the trunk of any tree or group of trees to be retained on the site or adjoining land.

(In this condition "retained tree" means an existing tree which is to be retained in accordance with the approved plans and particulars; and paragraphs above shall have effect until the expiration of five years from the date of this permission).

- 8 No development shall commence on site until details of the estate roads, footways, footpaths, verges, junctions, street lighting, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, accesses, carriageway gradients, drive gradients, car parking and street furniture, including the timetable for provision of such works, have been submitted to and approved in writing by the Local Planning Authority. The development shall not be first occupied until the estate roads, footways, footpaths, verges, junctions, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, drive gradients, car parking and street furniture have all been constructed and laid out in accordance with the approved details, unless an alternative timetable is agreed in the approved details.

REASON: To ensure that the roads are laid out and constructed in a satisfactory manner.

- 9 Notwithstanding the visibility splays indicated on the approved plan Ref 7752-1D – Site Layout), no development shall commence on site until visibility splays have been provided between the edge of the carriageway and a line extending from a point 2.4m metres back from the edge of the carriageway, measured along the centre line of the access, to the points on the edge of the carriageway 41m metres to the west and 49m metres to the east from the centre of the access. Such splays shall thereafter be permanently maintained free from obstruction to vision above a height of 300mm above the level of the adjacent carriageway.

REASON: In the interests of highway safety.

- 10 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.

- 11 No external lighting shall be installed on site until plans showing the type of light appliance, the height and position of fitting, illumination levels and light spillage spillage in accordance with the appropriate Environmental Zone standards set out by the Institute of Lighting Engineers in their publication "Guidance Notes for the Reduction of Obtrusive Light" (ILE, 2005)", have been submitted to and approved in writing by the Local Planning Authority. The approved lighting shall be installed and shall be maintained in accordance with the approved details and no additional external lighting shall be installed.

REASON: In the interests of the amenities of the area and to minimise unnecessary light spillage above and outside the development site.

- 12 No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first brought into use until surface water drainage has been constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained.

- 13 No development shall commence within the area indicated [Site

Location Plan: received 11 April 2014] until:

a) A written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority; and

b) The approved programme of archaeological work has been carried out in accordance with the approved details.

REASON: To enable the recording of any matters of archaeological interest.

- 14 Prior to the commencement of development a report including an ecological site survey and details of all necessary mitigation measures shall be submitted to the local planning authority for written approval. The works thereafter will be completed in accordance with the recommendations and timescales of the approved report.**

Reason: In the interests of ecological protection.

- 15 No development shall commence on site (including any works of demolition), until a Construction Method Statement, which shall include the following:**

- a) the parking of vehicles of site operatives and visitors;**
- b) loading and unloading of plant and materials;**
- c) storage of plant and materials used in constructing the development;**
- d) wheel washing facilities;**
- e) measures to control the emission of dust and dirt during construction;**
- f) a scheme for recycling/disposing of waste resulting from demolition and construction works; and :-**
- g) hours of construction, including deliveries (no delivery vehicles shall access or egress from the site between 8:00 and 9:00am and 2:45 and 3:45pm Monday to Friday);**

has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be complied with in full throughout the construction period. The development shall not be carried out otherwise than in accordance with the approved construction method statement.

REASON: To minimise detrimental effects to the neighbouring amenities, the amenities of the area in general, detriment to the

natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

1

INFORMATIVES

INFORMATIVE TO APPLICANT:

The applicant should note that under the terms of the Wildlife and Countryside Act 1981 and Countryside and Rights of Way Act 2000, it is an offence to disturb nesting birds or roosting bats. You should note that the work hereby granted consent does not override the statutory protection afforded to these species and you are advised to seek expert advice if you suspect that the demolition would disturb any protected species. For further advice, please contact the district ecologist at Wiltshire Council.

2

INFORMATIVE TO APPLICANT

Water Supply and Waste Connections

New water supply and waste water connections will be required from Wessex water to serve this proposed development. Application forms and guidance information is available from the Developer Services web-pages at our website www.wessexwater.co.uk.

Please note that DEFRA intend to implement new regulations that will require the adoption of all new private sewers. All connections subject to these new regulations will require a signed adoption agreement with Wessex Water before any drainage works commence.

Further information can be obtained from our New Connections Team by telephoning 01225 526222 for Water Supply and 01225 526333 for Waste Water.

S105a Public Sewers

On 1st October 2011, in accordance with the Water Industry (Schemes for Adoption of Private Sewers) Regulations 2011, Wessex Water became responsible for the ownership and maintenance of thousands of kilometres of formerly private sewers and lateral drains (section 105a sewers). At the date of transfer many of these sewers are unrecorded on public sewer maps. These sewers can be located within property boundaries at the rear or side of any premises in addition to the existing public sewers shown on our record plans. They will commonly be affected by development proposals and we normally advise applicants to survey and plot these sewers on plans submitted for Planning or Building Regulations purposes.

More information relating to this transfer can be found on our website.

- 3 It is important to undertake a full survey of the site and surrounding land to determine the local drainage arrangements and to contact our sewer protection team on 01225 526333 at an early stage if you suspect that a section 105a sewer may be affected.

INFORMATIVE:

This permission shall be read in conjunction with an agreement made under S106 of the Town and Country Planning Act, 1990.

65 **14/02339/FUL - Plot adjacent to `Beechwood`, Bratton Road, West Ashton**

Public Participation

Mr Pursey spoke in objection to the application.

Howard Waters (Agent) spoke in support of the application.

Richard Covington on behalf of West Ashton Parish Council spoke in objection to the application.

The Planning Officer outlined the report which recommended the application for approval. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy. Four letters of objection had been received which were outlined in the report. The Planning Officer drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

The debate focused on the size of the development, how the development was out of keeping with the area which dominated neighbouring properties. At the end of the debate it was;

Resolved:

To refuse planning permission for the following reason:

The proposed dwelling by reason of its siting, size, height and design would have an adverse impact upon the character and appearance of the street scene and neighbouring amenity, contrary to Policy C31a and C38 of the West Wiltshire District Local Plan (Adopted 2004).

66 **13/06782/OUT - Land North West Of Boreham Mill, Bishopstrow Road, Warminster**

Public Participation

Jeremy Kelton spoke in objection to the application.

Alastair Wright spoke in objection to the application.
Danny Howell spoke in objection to the application.
Steve Dancey spoke in objection to the application.
Mike Robert spoke in support of the application.
Isabel Allen spoke in support of the application.
Keith Humphries spoke in support of the application.
Mike Perry spoke on behalf of Bishopstrow Parish Council in objection to the application.
Sue Fraser spoke on behalf of Warminster Town Council in support of the application.

The Planning Officer outlined the report which recommended the application for approval subject to a section 106 legal agreement. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy and drew attention to the relevant planning considerations.

52 letters of objection had been received which were outlined in the report and it was noted that a further 309 had signed an online petition. A letter had also been received from the local MP and 12 late objections from consultees including Fish Legal and the Wiltshire Fishery Association. 4 letters of support had also been received.

Members were invited to ask technical questions about the site. Questions focused on the cascading marketing approach which would be used, clarification on the custom build definition and if the development would be affected by flooding.

Members of the public were invited to speak on the application as listed above.

Cllr Davis as local member spoke against the application; the main points raised included: the site being located outside of the Warminster town planning policy limits, flooding and that the application was an outline application with no details.

The debate focused on affordable housing, policy H1 and CP2, the buffer zones around the development and limiting the developments to two storeys.

During the course of debate there was a discussion of the position of Selwood Housing, and Councillor Magnus Macdonald declared that he was a member of the Selwood board. However, Selwood Housing made a late submission in writing to clarify that it was a prospective partner, not the applicant, and that there was no formal agreement in place, after which Councillor Magnus Macdonald stated that he would vote on the application.

A motion to refuse the application was put forward and the requisite number of members having requested a recorded vote, the results were as followed:

For;

Cllrs Trevor Carbin, Ernie Clark, Andrew Davis, John Knight, Christopher Newbury.

Against;

Cllrs Dennis Drewett, Magnus Macdonald, Pip Ridout, Jonathon Seed, Roy While, Graham Payne.

The motion was defeated and a new motion to approve the recommendation was put forward with an added condition to impose a 2 storey restriction on the development. An amendment to the motion was proposed to increase the buffer zone from 8 metres to 20 metres. The amendment was defeated and the original motion to approve the recommendation with the additional condition was back on the table for discussion. The requisite number of member having requested a recorded vote the results were as followed:

For:

Cllrs Dennis Drewett, Magnus Macdonald, Pip Ridout, Jonathon Seed, Roy While, Graham Payne.

Against:

Cllrs Trevor Carbin, Ernie Clark, Andrew Davis, John Knight, Christopher Newbury.

Resolved

The Area Development Manager be authorised to grant permission on the completion of a legal agreement to secure:-

- **The housing units to be provided are restricted to be for custom build;**
- **The housing units to be subject to a cascade marketing approach, giving priority to local people;**
- **30% affordable housing to be provided on-site;**
- **Financial contributions for offsite open space comprising £48,891.85 and £7,838.74 to upgrade facilities at Warminster Sports Centre;**
- **Financial contributions amounting to £134,085 for secondary education school spaces;**
- **A financial contribution associated to Salisbury Plain Special Protection Area to help fund a project to evaluate the impact of additional visitors to Salisbury Plain on bird species;**
- **Establishing the constitution and terms of reference of a Communal Area Management Company;**
- **A Communal Area Management Plan to be submitted and approved by the Council, with the requirements of the Plan to be carried out by ecological contractors appointed by the Management Company, and;**
- **Highway infrastructure improvement works with the bus stop on the north side of Boreham Road to be upgraded and the construction of a pedestrian refuge on Boreham Road.**

And Subject to the following conditions :

1. The development hereby permitted shall be begun either before the expiration of three years from the date of this permission, or before the expiration of two years from the date of approval of the last of the reserved matters to be approved, whichever is the later.

REASON: To comply with the provisions of Section 92 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 details of the following matters (in respect of which approval is expressly reserved) have been submitted to, and approved in writing by, the Local Planning Authority:

- (a) The scale of the development;
- (b) The layout of the development;
- (c) The external appearance of the development;
- (d) The landscaping of the site;

The development shall be carried out in accordance with the approved details.

REASON: The application was made for outline planning permission and is granted to comply with the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 3(1) of the Town and Country Planning (General Development Procedure) Order 1995.

3. An application for the approval of all of the reserved matters shall be made to the Local Planning Authority before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990.

4. The reserved matters submission shall be designed in accordance with the general principles set out in the submitted "Design Principles Rev B" document.

REASON: To ensure that the design quality envisaged at outline stage is actually delivered in the final scheme.

5. No development shall commence on site (other than that required to be carried out as part of a scheme of remediation approved by the Local Planning Authority under this condition), until steps (i) to (iii) below have been fully complied with. If unexpected contamination is found after development has begun, development must be halted on that part of the site affected by the unexpected contamination to the extent specified by the Local Planning Authority in writing until step (iv) has been complied with in full in relation to that contamination.

Step (i) Site Characterisation:

An investigation and risk assessment must be completed to assess the

nature and extent of any contamination on the site, whether or not it originates on the site. The investigation and risk assessment must be undertaken by competent persons and a written report of the findings submitted to and approved in writing by the Local Planning Authority. The report of the findings must include:

- A survey of the extent, nature and scale of contamination on site;
- The collection and interpretation of relevant information to form a conceptual model of the site, and a preliminary risk assessment of all the likely pollutant linkages;
- If the preliminary risk assessment identifies any potentially significant pollutant linkages a ground investigation shall be carried out, to provide further information on the location, type and characteristics that can influence the behaviour of the contaminants;
- An assessment of the potential risks to:
 - a) human health,
 - b) property (existing or proposed) including buildings, crops, livestock, pets, woodland and service lines and pipes,
 - c) adjoining land,
 - d) groundwater and surface waters,
 - e) ecological systems,
 - f) archaeological sites and ancient monuments

This must be conducted in accordance with DEFRA and the Environment Agency's "Model Procedures for the Management of Land Contamination, CLR 11" and other authoritative guidance.

Step (ii) Submission of Remediation Scheme:

If any unacceptable risks are identified as a result of the investigation and assessment referred to in step (i) above, a detailed remediation scheme to bring the site to a condition suitable for the intended use must be prepared. This should detail the works required to remove any unacceptable risks to human health, buildings and other property and the natural and historical environment, should be submitted to and approved in writing by the Local Planning Authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, a timetable of works and site management procedures.

Step (iii) Implementation of Approved Remediation Scheme:

The approved remediation scheme under step (ii) must be carried out in accordance with its requirements. The Local Planning Authority must be given at least two weeks written notification of commencement of the remediation scheme works.

Step (iv) Reporting of Unexpected Contamination:

In the event that contamination is found at any time when carrying out the approved development that was not previously identified it should be reported in writing immediately to the Local Planning Authority. An investigation and risk assessment should be undertaken in accordance with the requirements of step (i) above and where remediation is necessary, a remediation scheme should be prepared in accordance with the requirements of step (ii) and submitted to and approved in writing by the Local Planning Authority.

Step (v) Verification of remedial works:

Following completion of measures identified in the approved remediation scheme a verification report should be submitted to the Local Planning Authority. The report should demonstrate the effectiveness of the remedial works.

A statement should also be provided by the developer which is signed by a person who is competent to confirm that the works detailed in the approved scheme have been carried out (The Local Planning Authority can provide a draft Remediation Certificate when the details of the remediation scheme have been approved at stage (ii) above).

The verification report and signed statement should be submitted to and approved in writing of the Local Planning Authority.

Step (vi) Long Term Monitoring and Maintenance:

If a monitoring and maintenance scheme is required as part of the approved remediation scheme, reports must be prepared and submitted to the Local Planning Authority for approval at the relevant stages in the development process as approved by the Local Planning Authority in the scheme approved pursuant to step (ii) above, until all the remediation objectives in that scheme have been achieved.

All works must be conducted in accordance with DEFRA and the Environment Agency's "Model Procedures for the Management of Land Contamination, CLR 11" and other authoritative guidance.

REASON:

To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors.

6. Prior to commencement of the development full structural details and calculations of the culvert beneath the access road shall be submitted to the Local Planning Authority for approval by the Structures team of the Council . The culvert shall be constructed in full accordance with the details approved.

REASON: In the interests of ensuring correct drainage of the frontage ditch and the structural integrity of the access road serving the site.

7. No part of the residential development shall be first occupied until the access has been completed in accordance with the details shown on plan number IMA/13/071/010/A.

REASON: In the interests of highway safety.

8. No part of the residential development shall be first occupied until the field gate access to the west of the proposed development has been closed, with the existing lowered kerbs being replaced by full- height kerbs. After the first occupation of the development, the sole means of vehicular and pedestrian access to the development shall be as shown on plan number IMA/13/071/010/A.

REASON: In the interests of highway safety.

9. No part of the residential development shall be first occupied until the footway has been reconstructed over part of the frontage of the site at a consistent 2 metres width (between a position 26 metres west of the centre-line of the site access and a position opposite the existing pedestrian refuge on the site frontage) with the exception that some variation to this width will be accepted at the location of the retained trees. Full details of these works shall be submitted to and approved in writing by the local planning authority prior to commencement of the works.

REASON: In the interests of highway safety.

10. No development shall commence on site until a foul and surface water drainage strategy has been submitted to and approved in writing by the local planning authority. The drainage scheme shall be completed in accordance with the approved details and to a timetable agreed with the local planning authority.

REASON: To ensure that proper provision is made for sewerage of the site and that the development does not increase the risk of sewer flooding to downstream property.

11. Prior to commencement of the development, a scheme to maintain and enhance the River Avon SAC as agreed with the Environment Agency and Natural England shall be submitted to and approved in writing by the local planning authority. The scheme will demonstrate the works to be undertaken within 8 metres of the river and ditches to enhance existing habitats and support the wider programme of river restoration works being promoted by the Environment Agency. It will also include details of a water quality monitoring programme that has been agreed with the Environment Agency. The works will be undertaken in accordance with the approved scheme.

REASON: In the interests of maintaining the ecological interest of the River Wylde corridor and River Avon system SSSI.

12. Following the approval of a future reserved matters application, the residential development shall be carried out in full accordance with the Flood Risk Assessment (published by Hydrock, Ref: R/C08249/001.03, dated December 2013) and the following mitigation measures detailed therein:-

- Limiting the surface water run-off generated by the 1 in 100 year critical storm, including a 30% allowance for climate change, so that it will not exceed the run-off from the undeveloped site and not increase the risk of flooding off-site (paragraph 5.2).
- Ground levels within Flood Zones 3 & 2 shall not be raised - all ground levels shall remain as 'existing' within these Flood Zones (paragraph 3.1).
- Finished floor levels shall be set no lower than 104.65 metres above Ordnance Datum (paragraph 4.2.1).

REASON: To prevent flooding by ensuring the satisfactory storage of/disposal of surface water from the site as well as ensuring that there will be no increased risk of flooding to other land/properties due to impedance of

flood flows and/or reduction of flood storage capacity.

13. Following the approval of a future reserved matters application, all new development shall lie solely within Flood Zone 1 (sequential approach). In addition, irrespective of the extent of the Flood Zones, there shall be no development within 8 metres of the top of the bank of 'main' river (River Wylfe) and no development within 4 metres of the top of bank of 'ordinary' watercourses. Provision shall be made for [controlled] vehicular access route(s) to these 'no development' areas / wider 'main' river and 'ordinary' watercourse corridors.

REASON: To provide riparian owner access to facilitate maintenance and possible future improvements.

14. Piling or any other foundation designs using penetrative methods shall not be permitted other than with the express written consent of the local planning authority, which may be given for those parts of the site where it has been demonstrated that there is no resultant unacceptable risk to groundwater. The development shall be carried out in accordance with the approved details.

REASON: Penetrative foundation methods can result in risks to potable water supplies. Thus it needs to be demonstrated that any proposed piling will not result in contamination of groundwater.

15. No infiltration of surface water drainage into the ground shall be permitted other than with the express written consent of the local planning authority, which may be given for those parts of the site where it has been demonstrated that there is no resultant unacceptable risk to controlled waters. The development shall be carried out in accordance with the approved details.

REASON: To protect controlled waters from pollution.

16. No development shall be commenced until a Construction Environmental Management Plan, incorporating pollution prevention measures, has been submitted to and approved in writing by the local planning authority. The plan shall subsequently be implemented in accordance with the approved details and agreed timetable.

REASON To prevent pollution of the water environment and maintain the water quality of the River Avon SAC.

17. No development shall commence until a scheme for water efficiency has been submitted to and approved in writing by the local planning authority. The scheme shall be implemented in accordance with the agreed details.

REASON: In the interests of sustainable development and prudent use of natural resources.

18. The dwellings to be submitted as part of any subsequent reserved matters application(s) shall be of a maximum of two storeys in height.

REASON: In the interests of visual amenity.

19. The development hereby permitted shall be carried out in accordance with the following approved plans:

Site Location Plan 340/S/200
Proposed Ecology Zone 340/S/203
Proposed Site Access Junction & Visibility Splay IMA-13-071/010A
Schematic Ditch Culvert at Site Access IMA-13-071/003
Indicative Masterplan 2561-100

REASON: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVES TO APPLICANT:

1. Safeguards should be implemented during the construction phase to minimise the risks of pollution from the development. Such safeguards should cover:

- the use of plant and machinery
- oils/chemicals and materials
- the use and routing of heavy plant and vehicles
- the location and form of work and storage areas and compounds
- the control and removal of spoil and wastes.

The applicant should refer to the Environment Agency's Pollution Prevention Guidelines at:

<http://www.environment-agency.gov.uk/business/topics/pollution/39083.aspx>.

2. There are ordinary watercourses within or in close proximity to the site. If it is intended to obstruct the flow in the watercourse (permanently or temporarily, including culverting) you will require prior Land Drainage Consent from Wiltshire Council as the Lead Local Flood Authority. Please contact the Drainage Team to discuss their requirements:-

<http://www.wiltshire.gov.uk/communityandliving/civilemergencies/drainage/drainageordinarywatercourseconsent.htm>

3. Under the terms of the Water Resources Act 1991 and the Land Drainage Byelaws the prior written consent (Flood Defence Consent) of the Environment Agency is required for any proposed works (permanent or temporary) or structures in, under, over or within 8 metres of the top of the bank of the River Wylde, designated a 'main' river. The need for this consent is over and above the need for planning consent. The applicant is advised to contact Daniel Griffin on 01258 483421 to discuss the scope of our controls.

4. An appropriate submitted scheme to discharge the water efficiency condition would include a water usage calculator showing how the development will not exceed a usage level of 105 litres per person per day.

The Committee had a 15 minute recess at 17:40 and resumed at 17.55.

67 **13/06783/LBC - Boreham Road, Warminster, BA12 9HE**

Public Participation

Chris Wordsworth spoke in support of the application.

The Planning Officer outlined the report which recommended that listed building consent be granted. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy. Eight letters of objection had been received which were outlined in the report. The Planning Officer drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site. These focused on where the milestone would be placed and if on the other side of the road then set back from the path.

Members of the public were invited to speak on the application as listed above.

The debate focused on the area which was best for the milestone noting that the exact area was still to be determined and that the Committee preferred the milestone to be set back from the footpath.

Resolved:

To grant consent, subject to the following conditions:

1 The works for which Listed Building Consent is hereby granted shall be begun before the expiration of three years from the date of this consent.

REASON: To comply with the provisions of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2 The milestone shall not be removed from its existing location until a schedule of refurbishment works including a timetable for its restoration and re-erection have been submitted to and agreed in writing with the local planning authority. The schedule shall detail the careful transport and secure storage of the milestone during the course of these works. The schedule shall also identify the proposed precise location of the site of the re-erected milestone, which shall be set back from the pavement to preserve its setting. The works shall be carried out in accordance with the approved details.

REASON: In the interests of preserving the physical fabric and historical integrity of this heritage asset and good conservation planning.

3 The milestone shall be relocated to the approved new location within one calendar month of the completion of its refurbishment.

REASON: To minimise the amount of time in which the heritage asset is not on public view and in the interests of good conservation planning.

4 The development hereby permitted shall be carried out in accordance with the following approved plans: IMA-13-071 002A, IMA-13-071 004C and IMA-13-071 005

REASON: To define the terms of the consent hereby granted and in the interests of good conservation planning.

68 14/04344/FUL - Land North West 6 Holmleaze Steeple Ashton

Public Participation

George Menzies (Agent) spoke in support of the application.

Jeffery Hyatt on behalf of Steeple Ashton Parish Council spoke in objection to the application.

The Planning Officer outlined the report which recommended the application for approval. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy. Four letters of objection had been received which were outlined in the report. The Planning Officer drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

The debate focused on the previous permission granted, the site being overdeveloped, the visual impact on the area and the permitted development rights being previously removed. At the end of the debate it was;

Resolved:

To refuse planning permission for the following reason:

The proposed development by reason of its increase in size would represent overdevelopment of the site and would be detrimental to the character and appearance of the area contrary to Saved Policy C31a of the West Wiltshire District Local Plan (Adopted 2004).

69 14/03770/FUL - Sienna Valley Farm, Huntenhull Lane, Chapmanslade BA13 4AS

Public Participation

Francis Morland spoke in objection to the application.

Keith Muston spoke in objection to the application.
Derek Tanswell (Agent) spoke in support of the application.
Dennis Barnard on behalf of Champmanslade Parish Council spoke in objection to the application.

The Planning Officer outlined the report which recommended the application for approval. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy and gave the relevant planning history. Two letters of objection had been received which were outlined in the report. The Planning Officer drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

Cllr Keith Humphries read a statement on behalf of the local member Cllr Fleur de Rhé-Phillipe, the points raised included: The use of the development and the amount of space actually required for the intended use.

The debate focused on the requirement of the development, the impacts on the area and that the applicant had not justified the agricultural need of the extension. At the end of the debate it was;

Resolved

Torefuse planning permission for the following reason:

The proposed extension would exceed the justified need and have an adverse impact upon the special landscape character area contrary to Saved Policies C3 and C31a of the West Wiltshire District Local Plan (Adopted 2004).

70 **14/03464/FUL - Garage Site ,Holbrook Vale, Berryfield, Melksham, Wilts SN12 6EJ**

Public Participation

Kevin Gale spoke in objection to the application.
Mr Vines spoke in objection to the application.
Paul Walsh (Selwood Housing) spoke in support of the application.

The Planning Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy and gave the relevant planning history. One letter of objection had been received which was outlined

in the report and a petition with 15 signatures objecting. The Planning Officer drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

Cllr Roy While as the local member opened the debate and raised concerns over parking, loss of garages and the increase of vehicles in the area. An amendment was made to a motion of refusal for unacceptable levels of overlooking. The motion was defeated and a new motion to move the officer's recommendation was put forward and at the end of the debate it was;

Resolved

To grant planning permission 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 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.

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) location and current canopy spread of all existing trees and hedgerows on the land;**
- b) full details of any to be retained, together with measures for their protection in the course of development;**
- c) a detailed planting specification showing all plant species, supply and planting sizes and planting densities;**
- d) finished levels and contours;**
- e) means of enclosure;**
- f) car park layouts;**
- g) other vehicle and pedestrian access and circulation areas;**
- h) all hard and soft surfacing materials;**
- i) minor artefacts and structures (e.g. furniture, play equipment, refuse and other storage units, signs, lighting etc);**
- j) 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. No part of the development hereby permitted shall be occupied until the access, 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.

6. No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be occupied until surface water drainage has been constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained.

7. During the course of construction, should any sources of land contamination be identified, the applicant shall submit a remediation plan for the written approval of the Council. Such a plan should detail the following:

- i) provide an updated risk assessment for chemical contamination**
- ii) detail the necessary works to remediate any chemical contamination identified, that is unacceptable in the context of the approved development and its environmental setting, as identified by the site investigation and risk assessment work;**
- iii) remediation validation works**

Any site investigation works shall be carried out in line with the main procedural requirements of BS 1017:2001 - Investigation of Potentially Contaminated Sites - Code of Practice.

Where a requirement for quantitative risk assessment is identified, the assessment works shall be carried out in line with the requirements of the UK Contaminated Land Exposure Assessment (CLEA) guidelines, for assessment of human health risks. Also for ground and surface water risk assessment the Environment Agency R&D Publication 20 "Methodology for the Derivation of Remedial Targets for Soil and Groundwater to Protect Water Resources" protocol shall be utilised.

REASON: To ensure that land contamination can be dealt with adequately prior to the use of the site hereby approved.

8. 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 in the eastern elevation above ground floor ceiling level of the development hereby permitted.

REASON: In the interests of residential amenity and privacy.

9. The development hereby permitted shall be carried out in accordance with the following approved plans:-
3729/01 Rev A received 28/03/2014

REASON: For the avoidance of doubt and in the interests of proper planning.

Informative 1

There is a low risk that bats may roost at the development site, potentially in trees and hedgerows. Bats and their roosts are protected at all times by the Conservation of Habitats and Species Regulations 2010. Planning permission for development does not provide a defence against prosecution under this legislation or substitute for the need to obtain a bat licence if an offence is likely. If bats or evidence of bats is found during the works, the applicant is advised to stop work and follow advice from an independent ecologist or to contact the Bat Advice Service on 0845 1300 228, email enquiries@bats.org.uk or visit the Bats Conservation Trust website www.bats.org.uk.

Informative 2

New water supply and waste water connections will be required from Wessex water to serve this proposed development. Application forms and guidance information is available from the Developer Services web-pages at our website www.wessexwater.co.uk.

Please note that DEFRA intend to implement new regulations that will require the adoption of all new private sewers. All connections subject to these new regulations will require a signed adoption agreement with Wessex Water before any drainage works commence.

Further information can be obtained from our New Connections Team by telephoning 01225 526222 for Water Supply and 01225 526333 for Waste Water.

Informative 3

A public water main is shown on record plans within the land identified for the proposed development. It appears that development proposals may affect existing water mains. It is recommended that the applicant contacts Wessex Water for further advice on this matter.

Building over or within 3 metres of an existing water mains sewers will not be permitted (without agreement) from Wessex Water under Building Regulations.

Informative 4

Separate systems of drainage will be required to serve the proposed development. No surface water connections will be permitted to the foul sewer system.

71 **13/06270/FUL - Land North of 46-47 High Street, Heytesbury, BA12 0EB**

Public Participation

Michael Gribble spoke in objection to the application.

Bryan Wyatt spoke in objection to the application.

Michele Reed spoke in objection to the application.

Steven Reynolds (Applicant) spoke in support of the application.

Peter Grist (Agent) spoke in support of the application.

Brian Pearce spoke in support of the application.

The Area Development Manager outlined the report which recommended the application for refusal. The site description and an overview of the proposed development were also given.

The Area Development Manager outlined the relevant planning policy. Six letters of objection had been received which was outlined in the report and three letters of support. The Area Development Manager drew attention to the relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

Cllr Newbury as the local member opened the debate and noted that there were no comments from the parish council. He moved the case officer's recommendation, and this was seconded. It was;

Resolved

To refuse planning permission for the following reason:

1. The proposed dwelling, set in an elevated backland position on a small plot out of keeping with the existing grain of development and in a cramped relationship with the neighbouring dwelling under construction, would be visible from High Street and Chapel Road. In this setting the dwelling would constitute an incongruous presence that would therefore neither preserve nor enhance the special character and appearance of the Conservation Area. The proposal would therefore be contrary to Policies H17, C17 and C18 of the West Wiltshire District Plan First Alteration 2004, the Emerging Wiltshire Core Strategy and the National Planning Policy Framework.

72 **14/03407/FUL - Mulberry Snakes, Hilperton Rd, Trowbridge, BA14 7JW**

Public Participation

Brian Convery spoke in objection to the application.
Bob Pippett spoke in objection to the application.

The Area Development Manager outlined the report which recommended the application for approval. The site description and an overview of the proposed development were also given.

The Area Development Manager outlined the relevant planning policy. Five letters of objection had been received which were outlined in the report. The Area Development Manager drew attention to the relevant planning Considerations.

Members were invited to ask technical questions about the site. No questions were asked.

Members of the public were invited to speak on the application as listed above.

Cllr Graham Payne read a state submitted by Cllr Blakemore the local member, points raised included the visual impact, the distance to the neighbouring property, the removal of trees and the extent of the applicant's land.

The debate focused on the development being built in a conservation area and the visual impact. At the end of the debate it was;

Resolved

To refuse planning permission for the following reason:

The proposed development would have an adverse visual impact on the appearance of this part of the conservation area, by reason of the siting, height, design and general appearance of the building in this location and the associated works required to construct it. This would conflict with policy C31a of the West Wiltshire District Plan and would fail to preserve or enhance the character or appearance of this part of the conservation area.

73 Urgent Items

There were no Urgent Items.

(Duration of meeting: 3.00 - 7.45 pm)

The Officer who has produced these minutes is Jessica Croman, of Democratic Services, direct line 01225 718262, e-mail jessica.croman@wiltshire.gov.uk

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

STRATEGIC PLANNING COMMITTEE

MINUTES OF THE STRATEGIC PLANNING COMMITTEE MEETING HELD ON 16 APRIL 2014 AT COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Glenis Ansell, Cllr Terry Chivers, Cllr Andrew Davis (Chairman), Cllr Jose Green (Vice Chairman), Cllr Charles Howard, Cllr Bill Moss, Cllr Christopher Newbury, Cllr Anthony Trotman, Cllr Nick Watts, Cllr Fred Westmoreland and Cllr Graham Wright

Also Present:

Cllr Trevor Carbin, Cllr Stewart Dobson, Cllr Peter Edge, Cllr Jonathon Seed, Cllr Toby Sturgis and Cllr Roy While

30 **Apologies for Absence**

There were no apologies for absence.

31 **Minutes of the Previous Meeting**

Resolved:

To confirm and sign as a correct record the minutes of the previous meeting held on 12 March 2014.

32 **Declarations of Interest**

There were no declarations of interest.

33 **Chairman's Announcements**

The Chairman made the following announcement:-

Outline Planning Application For Employment Development Comprising 50,000sqm Incorporating Class B1(b), Class B1(c), B2 With Ancillary B1(a), B8 & Ancillary B1(a) Uses Including Means of Access, Car Parking, Servicing, Associated Landscaping & Works at Showell Farm, Chippenham 13/00308/OUT

This planning application was considered by the Strategic Planning Committee on 30 July 2013 and, subject to signing of a Section 106 Agreement, the Committee resolved to grant planning permission. Since that time, the Secretary of State had been considering whether to call this application in for his determination. On 1 April, the Secretary of State notified that the application would not be called in, leaving the Council free to determine the application.

However, since the time of the resolution of the Strategic Planning Committee, the Core Strategy Inspector had questioned various aspects of the Core Strategy including its approach to housing requirements and approach to Chippenham. In light of this change of policy context, the proper course of action would have to be for the application to be referred back to the Strategic Planning Committee for reconsideration. A new and updated report would be prepared and would appear on a forthcoming agenda.

34 Public Participation and Councillors' Questions

There were no questions received from members of the public or members of the Council.

35 W/13/06140/FUL - Land at Snarlton Farm, Snarlton Lane, Melksham, Wiltshire, SN12 7QP - Development of 80.5 ha Solar Photovoltaic Farm with Attendance Equipment and Infrastructure

The following people spoke against the proposal:

Mr Jack Churchill, a local resident
Mr David Hawkins, a local resident
Mr John Kirkman, representing the CPRE
Cllr Tony Murch, representing Seend Parish Council

The following people spoke in support of the proposal:

Mr Roger Keen, landowner
Mrs Sophy Fearnley-Whittingstall, representing Wiltshire Clean Energy Alliance
Mr St John Hughes, the applicant

The Committee was reminded that consideration of this application had been given at the previous meeting of this Committee when it had been resolved to defer consideration pending the holding of a site visit which had taken place earlier that day.

The Committee received a presentation by the Area Development Manager who set out the main issues in respect of the application. In introducing the report, he stated that it had been updated since the previous meeting to include details of the National Planning Practice Guidance relevant to this proposal that had

been recently issued by the Government. The report recommended that planning permission be granted subject to conditions.

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 of the Committee then heard the views of Cllr Jonathon Seed, an adjoining local Member, who explained that a number of his constituents in Seend objected to the proposal on account of the size of the development and the visual impact from their properties.

During the following discussion, Cllr Terry Chivers reported that, as local Member, he had widely consulted his local constituents and also the local councils within his constituency and had received only one objection.

A number of Members of the Committee stated that, whilst they supported renewable energy, they considered that the scale of the proposed development was unacceptable. Furthermore, the number of similar operations proposed or built within this area of Wiltshire was such that they considered that the cumulative effect was leading to an industrialisation of the countryside.

Cllr Terry Chivers proposed and Cllr Graham Wright seconded a motion to move the Officer recommendation to grant planning permission, subject to the conditions set out in the report.

The motion was put to the meeting and lost, whereupon it was

Resolved:

To refuse planning permission for the following reasons:-

The proposed development, by reason of its size and scale, would have an unacceptable visual impact on the landscape. This would conflict with policies C34 (a) and C1 of the West Wiltshire District plan (1st alteration) and with policies CP42 (i) and CP51 (iv and vi) of the emerging Core Strategy (April 2014 tracked changes version) and with the Government's Planning Policy Guidance that recognises that large scale solar farms can have a damaging effect on the landscape. Furthermore, when taken together with the existing solar farm at nearby Craysmarsh, the development would have an unacceptable cumulative impact on the landscape of the area and an unacceptable cumulative visual impact when viewed from nearby public rights of way; from the A3102 at Sandridge and from Seend Ridge to the south. This would conflict with Government's Planning Policy guidance.

(Cllr Terry Chivers requested that his vote against the motion be recorded.)

36

N/12/00560/OUT - Land at North Chippenham, Hill Corner Road, East of A350, Chippenham. A Mixed Use Scheme Comprising up to 750 Dwellings (C3) up to 12,710 sq m Employment Development (B1, B2, B8), a Local Centre (A1, D1, D2), a Primary School, Woodland Management Facilities, a New Link Road & Other Highway Access, Public Open Space, Landscaping & Other Associated Infrastructure Works

The following people spoke against the proposal:

Mr Tony Peacock, a local resident

Mr Martin Naylor, representing Friends of Birds Marsh

The following people spoke in support of the proposal:

Mr Peter Stacey, the agent

The Committee received a presentation by the Case Officer who set out the main issues in respect of the application. He introduced the report which recommended that planning permission be granted, subject to the prior completion of a Section 106 legal agreement and also subject to conditions.

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 of the Committee then heard the views of Cllr Nick Watts, as a local Member, who explained that a number of his constituents objected to the proposal on the grounds that the scheme did nothing to invigorate the town centre of Chippenham which was needed and it would have an adverse effect on the Birds Marsh Wood.

After discussion,

Resolved:

To authorise the Area Development Manager to grant planning permission, subject to all parties entering into a Section 106 legal agreement in respect of the following matters:-

- **Delivery of distributor road, other off site highway works and appropriate contribution towards Chippenham Transport Strategy;**
- **Commitment to modify the Malmesbury Road roundabout and a new B4069 roundabout together with a new priority junction to Hill Corner Road and new pedestrian/cycle connections to Hill Corner Road and Malmesbury Road;**

- **Commitment to prepare and implement travel plans. In relation to the residential element of the development the travel plan will require a co-ordinator to address the issue initial welcome packs which are to include vouchers for all dwellings to off-set purchase costs for cycles, and bus-pass vouchers;**
- **Commitment to undertake and fund any local traffic regulation orders required to address the consequences related to the development, and to facilitate local improvements, including parking, speed and weight restrictions, and prohibition of driving orders, both temporary and permanent;**
- **Provision of bus stops/shelters within the site;**
- **Transfer of Birds Marsh Wood and, where considered necessary, other land to Council, together with appropriate measures and/or financial contributions to secure future maintenance, management, conservation and enhancement;**
- **Provision of financial contribution towards the upgrading of stiles to gates near the site so as to improve access for the residents to the nearby countryside and the Birds Marsh Wood;**
- **Phasing of development to secure delivery of the employment component of the proposal at the appropriate time so as to enable a balanced and sustainable form of development;**
- **Delivery of affordable housing;**
- **Delivery and maintenance of on-site play provision and public open space;**
- **Provision of a contribution in respect of local indoor and outdoor sports provision;**
- **Provision of land on site for primary school and financial contributions in respect of local primary and secondary education;**
- **Provision of not less than 1.0Ha of land on site for allotments, including a method of transference to the Council, method of delivery and arrangements for future maintenance;**
- **Off site contribution towards local cemetery provision;**
- **Off site contribution towards library facilities;**

- Delivery of a scheme for public art;
- S106 monitoring fee.

And subject to the following conditions:-

1. The development hereby permitted shall be begun either before the expiration of three years from the date of this permission, or before the expiration of two years from the date of approval of the last of the reserved matters to be approved, whichever is the later.

REASON: To comply with the provisions of Section 92 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 details of the following matters (in respect of which approval is expressly reserved) have been submitted to, and approved in writing by, the Local Planning Authority:

- (a) The scale of the development;
- (b) The layout of the development;
- (c) The external appearance of the development;
- (d) The landscaping of the site;

The development shall be carried out in accordance with the approved details.

REASON: The application was made for outline planning permission and is granted to comply with the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 3(1) of the Town and Country Planning (General Development Procedure) Order 1995.

3. An application for the approval of all of the reserved matters shall be made to the Local Planning Authority before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990.

4. Applications for the approval of the reserved matters shall be in accordance with the principles and parameters described and identified in the Design and Access Statement and approved Parameter Plans. A statement shall be submitted with each reserved

matters application which demonstrates that the application proposals comply with the Design and Access Statement or, where relevant, explaining why they do not.

REASON: So as to provide certainty and clarify the expectations for the form of development to take place on the site.

Limits of permission

5. The residential element of the development hereby granted planning permission shall not exceed 750 dwellings.

REASON: To define the limits of the planning permission and to set the maximum number of dwellings to be constructed on the application site.

6. No more than 12,710 sqm (gross) of employment floorspace [Use Classes B1, B2, B8 of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting that Order with or without modification)] shall be constructed on the site pursuant to this planning permission.

REASON: To define the limits of the planning permission and to set the maximum amount of employment floor space to be constructed on the application site.

7. The total gross retail floorspace available for use by customers (excluding toilets and other ancillary facilities) of all premises falling within Class A1 of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting that Order with or without modification) shall not exceed 200 sqm.

REASON: To define the limits of development and to ensure retail development on the site does not adversely impact upon the town centre.

Phasing

8. As part of the first reserved matters application a phasing plan for the whole site shall be submitted to the local planning authority for approval in writing. The phasing plan shall include details of the

intended number of market and affordable dwellings for each phase of development together with general locations and phasing of key infrastructure, including surface water drainage, green infrastructure, community facilities and access for pedestrians, cyclists, buses and vehicles. Development shall take place in complete accordance with the phasing plan so agreed.

REASON: So as to ensure a balanced development for the benefit of future residents and Chippenham town as a whole.

Refuse and recycling

9. No development shall commence on site until details of the storage of refuse, including details of location, size, means of enclosure and materials, have been submitted to and approved in writing by the Local Planning Authority. The development shall not be occupied until the approved refuse storage has been completed and made available for use and maintained in that condition thereafter in complete accordance with the approved details.

REASON: In the interests of public health and safety as well as effective and efficient refuse collection.

Tree protection

10. As part of the first Reserved Matters application, an Arboricultural Impact Assessment, a Tree Retention and Removal Plan as well as an Arboricultural Method Statement shall be provided for the entire site. Such documents shall show all retained trees with Root Protection Areas plotted so as to demonstrate the necessary alignment of utilities and drainage so as to retain and respect trees on the site. Development shall take place in complete accordance with the details so agreed.

REASON: In the interests of securing a form of development that retains and respects existing trees on the site.

11. No operations shall commence on site in connection with the development until a scheme showing the position of protective fencing to enclose all retained trees and hedgerows in accordance with *British Standard 5837: '2005: Trees in Relation to Construction'* has been submitted to and approved in writing by the Local Planning Authority. Protective fencing must be erected in accordance with the approved plans and shall remain in place for the entire development phase and until all equipment, machinery and surplus materials have

been removed from the site. Such fencing shall not be removed or breached during construction operations without prior written approval by the Local Planning Authority.

In this condition “retained trees” means an existing tree which is to be retained in accordance with the approved plans and particulars; the paragraphs above shall have effect until the expiration of five years from the completion of the development.

REASON: To prevent trees being retained from being damaged during the construction works, in the interest of visual amenity

Contamination

12. No development shall commence on site (other than that required to be carried out as part of a scheme of remediation approved by the Local Planning Authority under this condition), until steps (i) to (iii) below have been fully complied with. If unexpected contamination is found after development has begun, development must be halted on that part of the site affected by the unexpected contamination to the extent specified by the Local Planning Authority in writing until step (iv) has been complied with in full in relation to that contamination.

Step (i) Site Characterisation:

An investigation and risk assessment must be completed to assess the nature and extent of any contamination on the site, whether or not it originates on the site. The investigation and risk assessment must be undertaken by competent persons and a written report of the findings submitted to and approved in writing by the Local Planning Authority. The report of the findings must include:

A survey of the extent, nature and scale of contamination on site; The collection and interpretation of relevant information to form a conceptual model of the site, and a preliminary risk assessment of all the likely pollutant linkages; If the preliminary risk assessment identifies any potentially significant pollutant linkages a ground investigation shall be carried out, to provide further information on the location, type and concentration of contaminants in the soil and groundwater and other characteristics that can influence the behaviour of the contaminants; An assessment of the potential risks to

- human health,
- property (existing or proposed) including buildings, crops,
- livestock, pets, woodland and service lines and pipes,
- adjoining land,
- groundwater and surface waters,

- ecological systems,
- archaeological sites and ancient monuments;

This must be conducted in accordance with DEFRA and the Environment Agency's "Model Procedures for the Management of Land Contamination, CLR 11" and other authoritative guidance.

Step (ii) Submission of Remediation Scheme:

If any unacceptable risks are identified as a result of the investigation and assessment referred to in step (i) above, a detailed remediation scheme to bring the site to a condition suitable for the intended use must be prepared. This should detail the works required to remove any unacceptable risks to human health, buildings and other property and the natural and historical environment, should be submitted to and approved in writing by the Local Planning Authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, a timetable of works and site management procedures.

Step (iii) Implementation of Approved Remediation Scheme:

The approved remediation scheme under step (ii) must be carried out in accordance with its requirements. The Local Planning Authority must be given at least two weeks written notification of commencement of the remediation scheme works.

Step (iv) Reporting of Unexpected Contamination:

In the event that contamination is found at any time when carrying out the approved development that was not previously identified it should be reported in writing immediately to the Local Planning Authority. An investigation and risk assessment should be undertaken in accordance with the requirements of step (i) above and where remediation is necessary, a remediation scheme should be prepared in accordance with the requirements of step (ii) and submitted to and approved in writing by the Local Planning Authority.

Step (v) Verification of remedial works:

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.

A statement should also be provided by the developer which is signed by a person who is competent to confirm that the works detailed in the approved scheme have been carried out (The Local

Planning Authority can provide a draft Remediation Certificate when the details of the remediation scheme have been approved at stage (ii) above).

The verification report and signed statement should be submitted to and approved in writing of the Local Planning Authority.

Step (vi) Long Term Monitoring and Maintenance:

If a monitoring and maintenance scheme is required as part of the approved remediation scheme, reports must be prepared and submitted to the Local Planning Authority for approval at the relevant stages in the development process as approved by the Local Planning Authority in the scheme approved pursuant to step (ii) above, until all the remediation objectives in that scheme have been achieved.

All works must be conducted in accordance with DEFRA and the Environment Agency's "Model Procedures for the Management of Land Contamination, CLR 11" and other authoritative guidance.

REASON: To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors.

Archaeology

- 13. No development shall commence within the area indicated until a written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority. The approved programme of archaeological work shall be carried out in complete accordance with the approved details.**

REASON: To enable the recording of any matters of archaeological interest.

Drainage

- 14. No development shall commence on sight until a surface water drainage scheme for the site based on sustainable drainage principles (SUDS) and an assessment of the hydrological and**

hydrogeological context of the development has been submitted to and approved in writing by the Local Planning Authority. The scheme shall subsequently be implemented in accordance with the approved details prior to completion of the development. The scheme shall also include details of how the scheme is to be managed after completion.

REASON: To ensure that the development can be adequately drained.

15. No development shall commence on site until a foul water drainage strategy is submitted and approved in writing by the local Planning Authority. The drainage scheme shall be completed in accordance with the approved details and to a timetable agreed with the local planning authority.

REASON: To ensure that proper provision is made for sewerage of the site and that the development does not increase the risk of sewer flooding to downstream property.

Amenity

16. No building services plant shall be installed until a scheme for its siting and design has been submitted to and agreed in writing by the local planning authority. Development shall be carried out in accordance with the approved scheme and retained as such thereafter.

REASON: To protect the amenity of nearby residents, especially those sited closest to the care home.

17. No external lighting shall be erected on the site until a scheme for such lighting has been submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the approved scheme and retained as such thereafter.

REASON: To protect the amenities of nearby residents.

Construction phase

18. No development shall commence on site (including any works of demolition), until a Construction Environmental Method Statement has been submitted to and agreed in writing by the local planning authority, which shall include the following:
- a. the parking of vehicles of site operatives and visitors;

- b. detailing of routing arrangements for lorry traffic associated with the development;
- c. loading and unloading of plant and materials;
- d. storage of plant and materials used in constructing the development;
- d. the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;
- e. wheel washing facilities;
- f. measures to control the emission of dust and dirt during construction;
- g. a scheme for recycling/disposing of waste resulting from demolition and construction works; and
- h. measures for the protection of the natural environment.
- i. hours of construction, including deliveries;
- j. measures for protection of retained habitat features
- k. sensitive working protocols including vegetation clearance to avoid impacts upon protected species

19. The approved Statement shall be adhered to throughout the construction period. The development shall not be carried out other than in accordance with the approved Statement without the prior written permission of the Local Planning Authority.

REASON: To minimise detrimental effects to the neighbouring amenities, the amenities of the area in general, detriment to the natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

20. During the site preparation and construction of the development, activity which may give rise to noise audible beyond the site boundary shall not be undertaken outside the following hours unless written permission is obtained from the Local Planning Authority:

- 08:00 to 18:00 Monday to Friday
- 09:00 to 13:00 Saturday
- No working Sundays and Bank Holidays

This shall include, excavation, construction, loading, unloading, deliveries or any similar construction related activity.

REASON: To protect the amenity of nearby residents.

Highways

- 21. No development shall commence on the site unless and until a phasing plan for the development has been submitted to and approved in writing by the local planning authority in relation to highway infrastructure. The phasing plan shall include, inter alia, full details in relation to the completion of the road junctions at Pew Hill, Malmesbury Road and Hill Corner Road, and the connecting distributor road. The development shall be completed in accordance with the approved phasing plan.**

REASON: In order to ensure that the development proceeds in an acceptable manner.

- 22. There shall be no vehicular accesses to Hill Corner Road, Malmesbury Road or the B4069 other than those shown on the Revised Illustrative Masterplan – Rev.A (received 23rd December 2013).**

REASON: In the interests of highway safety, and to deter rat-running through the site and onto Hill Corner Road.

- 23. Prior to the commencement of the development a detailed drawing showing the network of cycle/footpaths to serve the site, with particular emphasis on access to the proposed primary school and the employment areas, shall be submitted to and approved by the local planning authority. Development shall be carried out in complete accordance with those details so agreed.**

REASON: In the interests of sustainable transport and to ensure that a comprehensive approach to movement within to and from the site has been secured.

- 24. The gradient of all private drives shall not at any point be steeper than 7% for a distance of 5 metres from its junction with the prospectively maintainable highway.**

REASON: In the interests of highway safety.

- 25. There shall no gates provided on any private accesses served from the prospectively maintainable highways, unless otherwise agreed in writing by the local planning authority.**

REASON: In the interests of highway safety

- 26. No development within any individually approved phase of the development shall commence on site until details of the estate roads, footways, footpaths, unsegregated pedestrian/cycle routes, verges, junctions, street lighting, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, drive gradients, car parking and street furniture, including the timetable for provision of such works within any particular phase, have been submitted to and approved by the Local Planning Authority. The development shall not be first occupied until the estate roads, footways, footpaths, unsegregated pedestrian/cycle routes, verges, junctions, street lighting, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, drive gradients, car parking and street furniture have all been constructed and laid out in accordance with the approved details, unless an alternative timetable is agreed in the approved details.**

REASON: To ensure that the roads and paths are laid out and constructed in a satisfactory manner, and are of adequate amenity for users.

- 27. The roads, including footpaths and turning spaces, shall be constructed so as to ensure that, before it is occupied, each dwelling has been provided with a properly consolidated and surfaced footpath and carriageway to at least binder course level between the dwelling and existing highway.**

REASON: To ensure that the development is served by an adequate means of access.

- 28. No dwelling shall be occupied until the parking space(s) for that dwelling, together with the access thereto, have been provided in accordance with the approved plans. Parking provision for all dwellings shall meet the minimum parking standards set out in the Wiltshire LTP3 2011-2026 Car Parking Strategy, March 2011, and any garages counting towards parking spaces shall be provided with minimum internal dimensions of 3m by 6m per vehicle space; provision shall be made for the parking of cycles for all dwellings in accordance with Appendix 4 of the LTP 2011-2026 Cycling Strategy**

REASON: In the interests of highway safety and the amenity of future

occupants

29. No development of the employment land shall commence on site until details of secure covered cycle parking, changing and shower facilities have been submitted to and approved in writing by the Local Planning Authority. These facilities shall be provided in accordance with the approved details and made available for use prior to the first occupation of the buildings to which they relate and shall be retained for use at all times thereafter.

REASON: To ensure that satisfactory facilities for the parking of cycles are provided and to encourage travel by means other than the private car

Approved plans

30. The development hereby permitted shall be carried out in accordance with the following approved plans:

1:5000 Site Location Plan (dated 12th January 2012)
Revised Illustrative Masterplan – Rev.C
Parameters – Land Uses – Rev.B
Parameters – Amounts – Rev.B
Parameters – Building Heights – Rev.B
Parameters – Access – Rev.B
Parameters – Landscape – Rev.B
Environmental Statement: Supplement
Environmental Statement (dated February 2012)
Design and Access Statement (dated March 2012)

All Received 23rd December 2013, unless otherwise stated.

REASON: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVES TO APPLICANT:

1. Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.
2. This permission shall be read in conjunction with an Agreement made under Section 106 of the Town and Country Planning Act, 1990 and dated the [INSERT].

3. The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence.
4. If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.

37 **S/13/04870/OUT - Erskine Barracks, The Avenue, Wilton, Salisbury, Wiltshire, SP2 0AG - Outline and Full Application for the Demolition of Existing Buildings and Development of 292 Residential Dwellings, Public Open Space, Associated Access and Infrastructure Works**

The following people spoke in support of the proposal:

Ms Laraine Southwood, representing Redrow Homes
Mr Matthew Bell, representing Our Enterprise
Mr Mark Street, representing Wilton Community Land Trust

The Committee received a presentation by the Case Officer who set out the main issues in respect of the application. He introduced the report which recommended that planning permission be granted, subject to the prior completion of a Section 106 legal agreement and also subject to conditions.

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 of the Committee then heard the views of Cllr Peter Edge, the local Member, who supported the proposal.

After discussion,

Resolved:

To authorise the Area Development Manager to grant planning permission, subject to all parties entering into a Section 106 legal agreement in respect of the following matters:-

- Pedestrian (Toucan) Crossing
- Education – Primary Places
- Education – Secondary places
- Public Art
- Public Open Space Provision Comprising:
 - Casual or Informal Play Space
 - Commuted Sum for Future Maintenance
 - Commuted Sum for Off Site (Adult and Youth)
- Transport Contribution - per dwelling
- Travel Plan contribution
- Ecology contribution
- Affordable Housing
- Waste and recycling
- Sustainable Energy scheme
- Wiltshire Fire & Rescue contribution

And subject to the following conditions (and any subsequent changes to these conditions that may arise as a result of ongoing negotiations – delegated to the Area Development Manager) -

- 1 The development hereby permitted shall be begun either before the expiration of three years from the date of this permission, or before the expiration of two years from the date of approval of the last of the reserved matters to be approved, whichever is the later.

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2 The affordable houses on that part of the site with full planning permission shall be substantially completed prior to occupation of 130 of the open market houses on that part of the site with full planning permission.

REASON: To ensure the appropriate and timely delivery of the affordable housing for the site.

- 3 A scheme for the marketing of the eastern employment land shall be submitted to and agreed in writing by the LPA prior to occupation of the 130 open market homes on that part of the site with full planning permission.

REASON: To ensure the appropriate and timely delivery of the employment for the site.

- 4 No development (other than demolition and site clearance works) shall commence on the employment land, the enterprise hub and associated

workshop units, the veteran's accommodation and the neighbourhood retail store until details relating to the following reserved matters relating to each of these developments have been submitted to and approved in writing by the local planning authority:

- (a) The layout and scale of the development;**
- (b) The external appearance of the development; and**
- (c) The landscaping of the site.**

Each development shall then be carried out in accordance with the approved details.

REASON: The application was made IN PART for outline planning permission and is granted to comply with the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 3(1) of the Town and Country Planning (General Development Procedure) Order 1995.

- 5 There shall be a minimum of 30 conventional affordable homes on that part of the site with full planning permission, and a minimum of 30 veterans' homes (meeting the definition of a dwellinghouse under Class C3 of the Town and Country Planning (Use Classes) Order) in the veterans' accommodation. For the purposes of this condition "veterans' homes" comprise homes occupied by veterans as defined in the planning application or occupied as conventional affordable housing being defined as social rented, affordable rented and intermediate housing provided to specified eligible households whose needs are not met by the market.**

REASON: To clarify the terms of the planning permission and to ensure appropriate delivery of affordable housing in accordance with the proposal and the policies of the development plan.

- 6 The details of the development which are required pursuant to Condition no.3 above shall generally accord with the illustrative site layout plan and the indicative details contained within the planning statement and the design and access statement that have been submitted in amplification of, but do not form part of, the outline aspects of the application.**

REASON: For the avoidance of doubt.

- 7 An application for the approval of all of the reserved matters shall be made to the Local Planning Authority before the expiration of three years from the date of this permission.**

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990.

- 8** Prior to first occupation a capacity improvement scheme for the A36 / The Avenue roundabout as outlined on Mayer Brown plan b/RHSalisbury.1/05/A shall have been completed in accordance with details to be first submitted to and approved by the Local Planning Authority.

REASON: In the interest of highway safety

- 9** Prior to first occupation a parking bay layby on The Avenue as outlined on Mayer Brown plan b/RHSalisbury.1/04 shall have been provided in accordance with details to be first submitted to and approved by the Local Planning Authority.

REASON: In the interest of highway safety

- 10** Prior to first occupation of the employment units a full travel plan for the employment uses, based on the framework travel plan, shall have been submitted to and approved by the Local Planning Authority. The travel plan shall then be implemented.

REASON: In the interest of highway safety

- 11** No development shall commence until a detailed scheme for the widening of the existing footway on the east side of The Avenue to provide a width of 3 metres (except at the existing road bridge over the rail line) for pedestrian and cycle use including a signing scheme, has been submitted to and approved in writing by the LPA; and the scheme shall be constructed in accordance with the approved design before the first occupation of the development or to an agreed programme.

REASON: In the interest of highway safety

- 12** No development shall commence until details of 3 bus stops along the Avenue, (one northbound and two south bound) including a southbound stop located close to and south of the existing Park and Ride roundabout on The Avenue, and two stops to serve the southern development parcel towards the southern end of The Avenue, with bus shelters and real time information systems for the two southbound stops, and with a half width layby for the southbound stop near the Park and Ride roundabout have been submitted to and approved by the LPA; the bus stops and shelters to be provided in accordance with the approved details prior to first occupation of the development.

REASON: In the interest of highway safety

- 13 The four vehicular access points shall be constructed and made available for use prior to first occupation of any part of the development which gains access to the particular access point.**

REASON: In the interest of highway safety

- 14 No development of the northern parcel of development shall commence until full engineering drawings for the roundabout access point to the northern parcel of development has been submitted to and approved in writing by the Local Planning Authority, and the access point shall be constructed in accordance with the approved details before first occupation of that part of the development which gains access via the roundabout access.**

REASON: In the interest of highway safety

- 15 Prior to the first occupation of each dwelling, the internal access roads within the site, including footpaths and turning spaces, that provides vehicular, cycle and /or pedestrian access to it shall be constructed, properly consolidated and surfaced to at least base course level between the dwelling and the existing adopted highway.**

REASON: In order to ensure that an adequate means of access is available when the dwellings are occupied in the interests of sustainable development, highway safety and residential amenities.

- 16 As part of each reserved matters application, a schedule of materials to be used for the external walls and roofs of all buildings relating to that reserved matters application shall be submitted to the local planning authority for approval in writing, and where so required by the local planning authority samples and/or sample panels of the materials shall be made available and/or constructed on site for inspection. The development shall thereafter be carried out in accordance with the approved details.**

REASON: In the interests of the character and appearance of the development and to ensure that it visually integrates with the surrounding area

- 17 All soft landscaping comprised in the approved details for any subsequent reserved matters submission for the landscaping of the site shall be carried out in the first planting and seeding season following the commencement of the development relating to that reserved matters submission or in accordance with a timetable for implementation that shall have been submitted to, and approved in writing by, the local planning authority prior to the commencement of development within that reserved matters submission.**

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 for any subsequent reserved matters submission for the landscaping of the site prior to the occupation of any of the development relating to that reserved matters submission or in accordance with a programme to be agreed in writing with the local planning authority prior to the commencement of development within that reserved matters submission.

REASON: To ensure the satisfactory implementation of all approved landscaping works, in the interests of visual amenity.

- 18 No development shall take place on any area of land within any subsequent reserved matters approval until such time that details of the required earthworks, that shall include details of the proposed grading and mounding of land areas including the levels and contours to be formed showing the relationship of proposed mounding to the existing surrounding landform, the re-use/disposal of the existing spoil heaps within the site and the location of the storage of excavated materials, relating to that particular area of land have been submitted to, and approved in writing by, the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details.**

REASON: To ensure that the proposed earthworks will relate satisfactorily to existing features within the site and its surroundings in the interests of visual amenity.

- 19 No development shall take place until such time that a lighting scheme for the site to include details of all street lighting, lighting for footpaths, communal parking areas and public areas and including details of the intensity of the lighting and the design of all lighting columns and lanterns relating to that particular area of land has been submitted to, and approved in writing by, the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details prior to the first occupation of the dwellings within that particular area of land and shall thereafter be retained.**

REASON: To ensure that the lighting scheme respects the overall design qualities required from the development and to minimise the impact of the lighting scheme in the interests of visual amenity.

- 20 No development shall take place until such time that a scheme for the provision of foul drainage works to serve the development, hereby approved, has been submitted to, and approved in writing by, the Local Planning Authority. No dwelling shall subsequently be first occupied until all necessary works for the drainage of foul water from that dwelling have been implemented in accordance with the approved scheme and made available for use.**

REASON: To ensure that the development is provided with a satisfactory means of foul drainage.

- 21 No development shall take place until such time that a scheme for the discharge and attenuation of surface water from the buildings, roads and other hard surfaced areas, together with details of a maintenance schedule of the surface water drainage scheme, have been submitted to, and approved in writing by, the Local Planning Authority. Such scheme shall include details of the temporary infiltration basin and the pollution prevention measures, based on sustainable drainage principles and an assessment of the hydrological and hydro-geological context of the development. The surface water drainage scheme shall subsequently be implemented in accordance with the approved scheme and made available for use as those parts of the site become occupied and shall thereafter be maintained and retained in accordance with the maintenance schedule in perpetuity.**

REASON: To ensure that the development is provided with a satisfactory means of surface water drainage, to prevent the increased risk of flooding and to minimise the risk of pollution and to protect the groundwater and the interest features of the River Avon Special Area of Conservation (SAC) and the River Avon System Site of Special Scientific Interest (SSSI).

- 22 No development shall commence on site until a scheme to deal with contamination of the land has been submitted to and approved in writing by the Local Planning Authority. The scheme shall include an investigation and assessment to identify the extent of contamination and the measures to be taken to avoid risk to the public, buildings and the environment when the site is developed. The site shall be fully decontaminated in accordance with the approved scheme before any part of the development is first brought into use.**

REASON: In the interests of public health and safety.

- 23 Prior to the commencement of development a scheme of acoustic insulation and ventilation to protect the dwellings affected by noise from the railway shall be submitted to and approved in writing prior to development taking place. This scheme should be designed to**

address night time and day time noise levels.

REASON: In the interest of public health and safety

- 24** Prior to the commencement of development specific proposals for B2 use containing specific and detailed assessment of the impact of the uses on adjacent uses shall have been submitted to and approved in writing by the LPA.

REASON: In the interest of public health and safety

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

REASON: In the interest of public health and safety

- 26** If during development, contamination not previously identified, is found to be present at the site no further development shall be carried out until a remediation strategy detailing the nature and extent of the unforeseen contamination, any remedial works to be undertaken to deal with the unsuspected contamination and a timetable for these works has been submitted to, and approved in writing by, the Local Planning Authority. The remediation strategy shall be approved in writing by the Local Planning Authority prior to the remediation works being carried out on site. The remediation works to deal with the unforeseen contamination shall thereafter be implemented in accordance with the approved details and timetable of works.

On completion of the works, a validation report detailing the implementation of the agreed remedial works and measures shall be submitted to, and approved in writing by, the Local Planning Authority prior to the first occupation of any of the dwellings hereby approved.

REASON: In the interests of the protection of Controlled Waters and to protect the interest features of the River Avon Special Area of Conservation (SAC) and the River Avon System Site of Special Scientific Interest (SSSI).

- 27** Details of a scheme of water efficiency measures to reduce the water consumption of the dwellings relating to any reserved matters application shall be submitted to, and approved in writing by, the Local Planning Authority. The approved measures shall subsequently be implemented and made available for use prior to the first occupation of the dwellings and shall thereafter be retained.

REASON: In the interests of sustainable development and prudent use and conservation of water resources.

- 28** Vegetation clearance works will be undertaken in accordance with the recommendations in paragraphs 5.6 and 5.7 of the Reptile Survey Report (Hankinson Duckett Associates, December 2013).

REASON: In the interest of ecology

Breeding birds:

Breeding birds may occur in vegetation and buildings due to be cleared. All birds are protected during the breeding period and given the size of the site, there is potential for harm to local populations of birds. It is appropriate to include a condition to ensure that birds and their nests etc are not harmed during the works.

- 29** Before any demolition or vegetation clearance works commence, all areas of the site which may support breeding birds will be identified by a professional ecologist who will prepare a written plan for avoiding harm to breeding birds taking into account the constraints that other species such as bats and reptiles may also impose. The works will be completed in accordance with the written plan.

REASON: In the interest of ecology

- 30** The development, hereby approved, shall be carried out in accordance with the recommendations and mitigation measures detailed within the submitted ecological survey reports prepared by Hankinson Duckett Associates and dated October 2013 and December 2013. On completion of the works, no development shall take place until such time that a validation report detailing the mitigation works that have been undertaken at the site that has been prepared by the ecologist that has overseen the implementation of the mitigation works has been submitted to, and approved in writing by, the Local Planning Authority.

REASON: To ensure adequate protection of protected species in the interests of nature conservation.

- 31** No development shall commence on site until a scheme for the provision and management of compensatory habitat creation has been submitted to and approved in writing by the Local Planning Authority. The scheme shall subsequently be completed in accordance with the approved details, before the development is first brought into use or in accordance with the approved timetable detailed in the approved scheme.

REASON: To mitigate against the loss of existing biodiversity and nature habitats.

- 32 No development shall commence on site (including any works of demolition), until a Construction Method Statement, which shall include the following:**
- a) the parking of vehicles of site operatives and visitors;**
 - b) loading and unloading of plant and materials;**
 - c) storage of plant and materials used in constructing the development;**
 - d) the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;**
 - e) wheel washing facilities;**
 - f) measures to control the emission of dust and dirt during construction;**
 - g) a scheme for recycling/disposing of waste resulting from demolition and construction works; and**
 - h) measures for the protection of the natural environment.**
 - i) hours of construction, including deliveries;**
- have been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be adhered to throughout the construction period. The development shall not be carried out otherwise than in accordance with the approved construction method statement without the prior written permission of the Local Planning Authority.**

REASON: To minimise detrimental effects to the neighbouring amenities, the amenities of the area in general, detriment to the natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

- 33 No deliveries before and during the construction period shall be taken at or dispatched from the site and no construction works shall take place other than between the hours of 7:00am and 6:30pm on Mondays to Fridays, 8:00am and 1:00pm on Saturdays and at no time on Sundays or public holidays, unless otherwise agreed in writing by the LPA. This condition shall not apply to the internal fitting out of the dwellings.**

REASON: To minimise the disturbance which noise during the construction of the proposed development could otherwise have upon the amenities of the immediate surrounding neighbourhood.

- 34 The first submission of reserved matters shall include the submission of a waste audit identifying the waste generated by the development together with measures to be implemented to reduce, re-use and recycle any waste produced by the development and a scheme for the provision of facilities for the recycling of waste within the development**

for approval in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details and the provision of facilities thereafter retained.

REASON:

In the interests of sustainable development.

- 35** No development shall commence until a written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority; and the approved programme of archaeological work has been carried out in accordance with the approved details.

REASON: To enable the recording of any matters of archaeological interest.

- 36** The reserved matters application associated with the enterprise hub shall be accompanied by a feasibility study for a district heating scheme relating to the employment area, as referred to in the submitted energy statement dated 25 February 2014. Alternative approaches to achieve energy saving or carbon emission reductions may be presented where low or renewable energy technologies are not commercially or technically viable.

REASON: In the interests of sustainability.

- 37** The development hereby approved shall be carried out in complete accordance with the plans and specifications set out in the following List and Table:

Planning Statement, including a Cultural heritage Statement, received 14/10/13

Design and Access Statement October 2013, received 14/10/13 (as updated - see amended plans)

Ecology Appraisal October 2013, received 14/10/13

Residential Travel Plan, October 2013, received 14/10/13

Proposed Site Redevelopment Transport Assessment, October 2013, received 14/10/13

Energy Statement, received 14/10/13

Air Quality Assessment, September 2013, received 14/10/13

Noise and vibration Assessment, September 2013, received 14/10/13
Ground Condition Assessment Report, September 2013, received 14/10/13

Ground Condition Desk Top Study, October 2013, received 14/10/13

Arboricultural Impact Appraisal and Method Statement, dated October 2013, received 14/10/13

Outline Waste Audit, September 2013, received 14/10/13

Employment Report, October 2013, received 14/10/13
Proposed Employment Uses, Wilton Hill, Framework Travel Plan, September 2013, received 14/10/13
Statement of Community Involvement, October 2013, received 14/10/13
Flood Risk Assessment April 2011
Water Study Report, April 2011

The Amended and Additional documents and drawings - all received 2014:

Design & Access Statement Addendum A, dated February 2014
Supplemental Employment Land Statement, dated February 2014
BREEAM Pre-assessment Report, dated 21st February 2014
Energy Statement, dated 25th February 2014
Phase 2 Contamination Assessment, dated March 2014
Material Planning Considerations Statement, dated 22nd January 2014

Drawing / document title	Drawing no.	
Architectural drawings (full application)		
Whole site		
Site layout – detailed planning application	CSL.01 Rev C	
Affordable housing layout – submitted 4 th April	AHL.01	
Southern parcel:		
Site layout	SL.01 Rev G	
Boundary materials layout	BML.01 Rev A	
Dwelling materials layout	DML.01 Rev B	
House Type Brunswick Elevations	HT.BRU.e	
House Type Brunswick Floor Plans	HT.BRU.p	
House Type Cavendish Elevations	HT.CAV.e	
House Type Cavendish Floor Plans	HT.CAV.p	
MEWS3-A Elevations – Sheet 1	MEWS3-A.e1 Rev A	
MEWS3-A Elevations – Sheet 2	MEWS3-A.e2 Rev A	
MEWS3-A Floor Plans – Sheet 1	MEWS3-A.p1	
MEWS3-A Floor Plans – Sheet 2	MEWS3-A.p2	
MEWS3-B Elevations – Sheet 1	MEWS3-B.e1 Rev A	
MEWS3-B Elevations – Sheet 2	MEWS3-B.e2 Rev A	
MEWS3-B Floor Plans	MEWS3-B.p	
MEWS3-C Elevations – Sheet 1	MEWS3-C.e1 Rev A	
MEWS3-C Elevations – Sheet 2	MEWS3-C.e2 Rev A	
MEWS3-C Floor Plans	MEWS3-C.p	
MEWS4-A Elevations – Sheet 1	MEWS4-A.e1 Rev A	
MEWS4-A Elevations – Sheet 2	MEWS4-A.e2 Rev A	
MEWS4-A Floor Plans Sheet 1	MEWS4-A.p1 Rev A	
MEWS4-A Floor Plans Sheet 2	MEWS4-A.p2 Rev A	
MEWS4-C Elevations – Sheet 1	MEWS4-C.e1	
MEWS4-C Elevations – Sheet 2	MEWS4-C.e2	
MEWS4-C Floor Plans - Sheet 1	MEWS4-C.p1	

MEWS4-C Floor Plans - Sheet 2	MEWS4-C.p2	
Plots 32-40 Elevations – Sheet 1 of 2	P.32-40.e1 Rev A	
Plots 32-40 Elevations Sheet 2 of 2	P.32-40.e2 Rev A	
Plots 32-40 Floor Plans - Sheet 1 of 3	P.32-40.p1 Rev A	
Plots 32-40 Floor Plans - Sheet 2 of 3	P.32-40.p2 Rev A	
Plots 32-40 Floor Plans - Sheet 3 of 3	P.32-40.p3 Rev A	
Plots 62-73 Elevations - Sheet 1 of 2	P.62-73.e1	
Plots 62-73 Elevations - Sheet 2 of 2	P.62-73.e2	
Plots 62-73 Floor Plans – ground floor	P.62-73.p1	
Plots 62-73 Floor Plans – first floor	P.62-73.p2	
Plots 62-73 Floor Plans – second floor	P.62-73.p3	

Plots 74-85 Elevations - Sheet 1 of 2	P.74-85.e1	
Plots 74-85 Elevations - Sheet 2 of 2	P.74-85.e2	
Plots 74-85 Floor Plans – ground floor	P.74-85.p1	
Plots 74-85 Floor Plans – first floor	P.74-85.p2	
Plots 74-85 Floor Plans – second floor	P.74-85.p3	
Plots 99-110 Elevations – Sheet 1 of 2	P.99-110.e1	
Plots 99-110 Elevations – Sheet 2 of 2	P.99-110.e2	
Plots 99-110 Floor Plans – ground floor	P.99-110.p1	
Plots 99-110 Floor Plans – first floor	P.99-110.p2	
Plots 99-110 Floor Plans – second floor	P.99-110.p3	
Bin/Cycle Stores Floor Plans and Elevations	BSC01.pe	
Bin/Cycle Stores Floor Plans and Elevations	BSC02.pe	
Northern parcel:		
Site Layout	SL.02 Rev G	
Boundary materials layout	BML.02 Rev C	
Dwelling materials layout	DML.02 Rev C	
Street Elevations – Sheet 1	SE.02-1 Rev A	
Street Elevations – Sheet 2	SE.02-2 Rev A	
Site Sections	SS.02	
House Type Cambridge Floor Plans & Elevations	HT.CAM.pe	
House Type Cambridge Variation A Plans / Elevs	HT.CAM-A.pe	
House Type Henley Elevations	HT.HEN.e	
House Type Henley Floor Plans	HT.HEN.p	
House Type Kenilworth 4 Floor Plans / Elevations	HT.KEN4.pe Rev B	
House Type Letchworth Elevations	HT.LET.e Rev A	
House Type Letchworth Variation A Elevations	HT.LET-A.e	
House Type Letchworth Floor Plans	HT.LET.p	
House Type Marlborough Elevations	HT.MAR.e Rev B	
House Type Marlborough Floor Plans	HT.MAR.p Rev B	
House Type Oxford Floor Plans & Elevations	HT.OXF.pe	
House Type Oxford Variation A Plans / Elevations	HT.OXF-A.pe	
House Type Richmond Elevations	HT.RIC.e	
House Type Richmond Variation A Elevations	HT.RIC-A.e Rev A	
House Type Richmond Floor Plans	HT.RIC.p Rev A	
House Type Shaftesbury Floor Plans & Elevations	HT.SHA.pe Rev A	
House Type Warwick Floor Plans & Elevations	HT.WAR.pe	

House Type Worcester Floor Plans & Elevations	HT.WOR.pe
HT Malvern-Ledbury Block Elevations Sheet 1 of 2	HT_MAL-LEDe1 Rev A
HT Malvern-Ledbury Block Elevations Sheet 2 of 2	HT_MAL-LEDe2 Rev A
HT Malvern-Ledbury Block Floor Plans	HT_MAL-LEDp Rev A
Plots 279-288 Elevations Sheet 1 of 3	P.279-288.e1 Rev A
Plots 279-288 Elevations Sheet 2 of 3	P.279-288.e2 Rev A
Plots 279-288 Elevations Sheet 2 of 3	P.279-288.e3 Rev A
Plots 279-288 Floor Plans Sheet 1 of 3	P.279-288.p1 Rev A
Plots 279-288 Floor Plans Sheet 2 of 3	P.279-288.p2 Rev

Plots 279-288 Floor Plans Sheet 3 of 3	P.279-288.p3 Rev A	
House Type Shaftesbury-A Floor Plans &	HT.SHA-A.pe	
House Type Windsor+ Floor Plans & Elevations	HTR.WIN+.pe	
House Type Windsor+ Variation A Plans & Elevs	HT.WIN+-A.pe	
House Type Windsor+ Variation B Plans & Elevs	HT.WIN+-B.pe	
House Type Windsor+ Variation C Plans & Elevs	HT.WIN+-C.pe	
Plot 117 – House Type Warwick Floor Plans & Elevations	P117.pe	
House Type Highgate5 Elevations	HT.High5.e	
House Type Highgate5 Elevations	HT.High5-A.e	
House Type Highgate5 Plans	HT.High5.p	
House Type Teme Elevatons	HT_TEMEe	
House Type Teme Plans	HT_TEMEp	
House Type Daqrt+Tavy3+Tavy Elevations Sheet 1	P165-168_18-185e1	
House Type Daqrt+Tavy3+Tavy Elevations Sheet 2 of 2	P165-168_18-185e2	
House Type Daqrt+Tavy3+Tavy Plans	P165-168_18-185ep	

Drawings originally submitted remaining part of the application		
Location Plan	LP.01	Tetlow King
Site Survey (existing) Sheet 1	701EB01A (sheet 1)	Site line
Site Survey (existing) Sheet 2	701EB01A (sheet 2)	Site line
Architectural drawings (outline application)		Tetlow King
Land use plan/site layout (indicative)	Sections 3 and 5 of design and access statement	
Highway drawings (full application)		Mayer Brown
Southern site access (see Appx 6 of transport assessment)	b/RHSalisbury.1/01	

Secondary northern site access (see Appx 6 of transport assessment)	b/RHSalisbury.1/02	
Northern site access roundabout (see Appx 6 of transport assessment)	b/RHSalisbury.1/03	
Proposed road longitudinal sections (northern parcel) sheet 1 of 2	548-1300-SK-005 rev A	
Proposed road longitudinal sections (northern parcel) sheet 2 of 2	548-1300-SK-006 rev A	
Proposed road cross sections (northern parcel) sheet 1 of 2	548-1300-SK-007 rev A	
Proposed road cross sections (northern parcel) sheet 2 of 2	548-1300-SK-008 rev A	
Proposed road longitudinal sections (southern parcel)	548-1300-SK-009	
Proposed road cross sections (southern parcel)	548-1300-SK-010	

Reason

In the interest of clarity as to the approved plans and specifications

38 **Date of Next Meeting**

Resolved:

To note that the next meeting was due to be held on Wednesday 14 May 2014 in the Council Chamber at County Hall, Trowbridge, starting at 10.30am.

39 **Urgent Items**

There were no items of urgent business.

(Duration of meeting: 1.30 - 5.10 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

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

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STRATEGIC PLANNING COMMITTEE

MINUTES OF THE STRATEGIC PLANNING COMMITTEE MEETING HELD ON 14 MAY 2014 AT COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Glenis Ansell, Cllr Terry Chivers, Cllr Andrew Davis (Chairman), Cllr Stewart Dobson, Cllr Charles Howard, Cllr David Jenkins, Cllr Anthony Trotman (Vice Chairman), Cllr Fred Westmoreland and Cllr Graham Wright

Also Present:

Cllr Trevor Carbin, Cllr Toby Sturgis and Cllr Roy While

40 Membership Changes

The following changes to the membership of the Committee following the meeting Full Council on 13 May 2014 was noted:

The following Members were removed as full members of the Committee:

Cllr Jose Green
Cllr Nick Watts

The following Members were removed as substitutes of the Committee:

Cllr Trevor Carbin
Cllr Russell Hawker
Cllr Gordon King
Cllr Phillip Whalley
Cllr Stewart Dobson

The following Members were added as full members of the Committee:

Cllr David Jenkins
Cllr Stewart Dobson

The following Members were added as substitutes of the Committee:

Cllr Bill Douglas
Cllr James Sheppard
Cllr Nick Watts
Cllr Jerry Wickham

41 Apologies for Absence

Apologies were received from Councillors Christopher Newbury and Bill Moss.

42 **Minutes of the Previous Meeting**

The minutes of the meeting held on 16 April 2014 were presented for consideration and it was,

Resolved:

To APPROVE as a true and correct record and sign the minutes.

43 **Declarations of Interest**

There were no declarations.

44 **Chairman's Announcements**

There were no announcements.

45 **Public Participation and Councillors' Questions**

There were no questions or statements received.

46 **14/00726/FUL - Cooper Avon Tyres Sports & Social Club, Melksham House, 27 Market Place, Melksham, SN12 6ES - Demolition of Modern Extensions to Melksham House, Removal of Existing Swimming Pool, Internal Alterations and Extensions to Melksham House to provide a New Community Campus including Leisure Facilities (2 Swimming Pools, Sports Hall, Fitness Suite, Activity Studio, Indoor Bowls, Climbing Wall) Public Services (Library, Multipurpose Rooms, Offices, Cafe) Health Facility and Associated Car Parking and Landscaping**

Public Participation

Mr Marvyn Davies spoke in objection to the application
Mr Steven Hulbert spoke in objection to the application.
Mr George Roberts spoke in support of the application.
Mr Roy While spoke in support of the application.
Mrs Terri Welch spoke in support of the application.

The planning officer introduced a report which recommended that the application be approved. It was stated that while the proposed considerable extensions would have a major impact on the listed building on the campus site, in accordance with the National Planning Policy Framework the public benefit of the proposal was felt to outweigh the costs, with other policy considerations detailed in the report. Key issues were stated to include the impact on the wider area, landscaping and impact upon the highway. It was noted substantial highways improvements would need to take place prior to any development on the site itself.

Members of the Committee then had the opportunity to ask technical questions regarding the application. Details were sought about the distances to the nearest properties, proposed landscaping and building materials. In response to queries it was confirmed the rear window from the proposed fitness centre was clear glass, not obscured.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

A Local Member, Councillor Jon Hubbard, then detailed his support for the principle of the application and praised the level of consultation that had been undertaken, but requested that the Committee take note of the extant issues raised by local residents and that they took effort wherever possible to mitigate concerns including noise, overlooking and off street parking.

A debate followed, where members discussed the benefits that the community campus would bring to Melksham, and the suitability of its location. The provision of parking on the site and the possibility of the spaces closest to the residential properties being reserved for staff parking which would result in less continuous noise impact, was raised, along with assessing whether the rear window allowed any significant overlooking given the distances involved and if, in any case, a glazed window would be appropriate. The details of the proposed landscaping was also discussed.

At the conclusion of debate, it was,

Resolved:

That planning permission be GRANTED 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 The development hereby permitted shall be carried out in accordance with the following approved plans:**

MC-DKA-A-DWG: 000 P02, 0001 P02 0002 P06, 0003 P02, 0004 P01, 0020 P01, 0200 P03, 0100 P02, 0110 P02, 0201 P03, 0202 P03, 0203 P03, 0204 P03, 0210 P02, 0211 P02, 0212 P02, 0250 P02, 0251 P02, 0252 P02, 0253 P02, 1000 P05, 1001 P05, 1002 P02, 1100 P03, 1101 P02, 1200 P01, 1201 P01, 9001 P02, 9003 P02, 9004 P02, TPP,

5124342/LA/DR/100: 002/P1, 003/P1, 004/P1, 005/P1, 006/P1, 007/P1, 008/A, 009/A

5124342-ATK-DR-E: SK01 P, SK02 P

REASON: For the avoidance of doubt and in the interests of proper planning.

- 3** No development of the new building shall commence on site until details and samples of the materials to be used for the external walls, roofs, windows and doors have been submitted to and approved in writing by the Local Planning Authority. The development shall then be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the Conservation Area and the Listed Buildings.

- 4** No work to the footpaths, access roads, parking and pedestrian areas shall commence on site until details and samples of the materials to be used for these have been submitted to and approved in writing by the Local Planning Authority. The development shall then be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the Conservation Area and the Listed Buildings

- 5** No development shall commence on site until a written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved in writing by the Local Planning Authority. The development shall then be carried out in accordance with the approved details.

REASON: To enable the recording of any matters of archaeological interest

- 6** No development shall commence on site until a foul and surface water drainage strategy including a timetable has been submitted to and approved in writing by the Local Planning Authority. The development shall then be carried out in accordance with the approved details.

REASON: To ensure that proper provision is made for sewerage of the site and that the development does not increase the risk of sewer flooding to downstream properties.

- 7** No development shall commence until a surface water drainage scheme for the site, based on sustainable drainage principles and an assessment of the hydrological and hydrogeological context of the development, in accordance with the overarching strategy set out in the 'Preliminary Drainage Strategy' (Halcrow Group Limited, dated 10 January 2014), has been submitted to and approved in writing by the local planning authority. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed. The scheme shall also include details of how the scheme shall be maintained and managed after completion.

REASON: To prevent the increased risk of flooding and ensure future maintenance of the surface water drainage system.

- 8 No development shall commence on site until a Construction Environmental Management Plan, incorporating pollution prevention measures, and a timetable has been submitted to and approved by the Local Planning Authority. The development shall then be carried out in accordance with the approved details.**

REASON: To prevent pollution of the water environment

- 9 No development or demolition shall commence on site until a Construction Management Plan has been submitted to and approved by the Local Planning Authority. The Construction Management Plan shall include:**

The laying out and construction of the construction access including the surfacing of at least the first 20 metres of the access in a well bound consolidated material (not loose stone or gravel).

The cutting back of vegetation at the construction access to achieve visibility splays of 2.4 x 160 metres in each direction to the nearside road edge.

Temporary diversion of public footpath MELK 20 at the proposed construction compound.

Measures to prevent excessive deliveries occurring at peak hour traffic times.

A scheme of Traffic Sign Regulation and General Direction chapter 8 roadwork signing to warn of the construction access.

Signing and measures to achieve safe use of footpath MELK21 where the end of it coincides with the construction access.

Measures to prevent excessive mud being carried onto the highway and a scheme for regular road sweeping of the highway to clean any mud deposits that do occur.

Analysis of peak traffic movements associated with the construction and the impact these movements may have on the highway network. Should any detrimental impacts be shown the CMP to suggest appropriate mitigation.

Temporary traffic order to ban right turning movements into or out from the construction access.

The development shall then be carried out in accordance with the approved details.

REASON: In the interest of highway safety

- 10 The Blue Pool shall not be demolished until the swimming pool hereby approved is available for public use.**

REASON: To ensure there is no loss of leisure facilities

- 11 The existing football facilities shall not be demolished until a timetable detailing when and where the new football facilities will be available has been submitted to and approved in writing by the Local Planning Authority. The demolition of the football facilities shall then be carried out in accordance with the approved details.**

REASON: To ensure there is no loss of leisure facilities

- 12 No demolition, site clearance or development shall commence on site, and; no equipment, machinery or materials shall be brought on to site for the purpose of development, until a Tree Protection Plan showing the exact position of each tree/s and their protective fencing in accordance with British Standard 5837: 2012: "Trees in Relation to Design, Demolition and Construction - Recommendations"; has been submitted to and approved in writing by the Local Planning Authority, and;**

The protective fencing shall be erected in accordance with the approved details. The protective fencing shall remain in place for the entire development phase and until all equipment, machinery and surplus materials have been removed from the site. Such fencing shall not be removed or breached during construction operations.

No retained tree/s shall be cut down, uprooted or destroyed, nor shall any retained tree/s be topped or lopped other than in accordance with the approved plans and particulars. Any topping or lopping approval shall be carried out in accordance British Standard 3998: 2010 "Tree Work - Recommendations" or arboricultural techniques where it can be demonstrated to be in the interest of good arboricultural practise.

If any retained tree is removed, uprooted, destroyed or dies, another tree shall be planted at the same place, at a size and species and planted at such time, that must be agreed in writing with the Local Planning Authority.

No fires shall be lit within 15 metres of the furthest extent of the canopy of any retained trees or hedgerows or adjoining land and no concrete, oil, cement, bitumen or other chemicals shall be mixed or stored within 10 metres of the trunk of any tree or group of trees to be retained on the site or adjoining land.

[In this condition "retained tree" means an existing tree which is to be retained in accordance with the approved plans and particulars;

and paragraphs above shall have effect until the expiration of five years from the first occupation or the completion of the development, whichever is the later

REASON: To enable the Local Planning Authority to ensure the protection of trees on the site in the interests of visual amenity.

- 13 The development hereby approved shall not be first brought into use until details of the changes to Melksham Market Place have been submitted to, approved in writing by the Local Planning Authority and implemented in full in accordance with the approved details

REASON: The scheme is essential to enable safe and convenient access to the proposed campus development and to avoid detriment to local highway conditions on the highway network caused by traffic to and from the campus development.

- 14 The development hereby approved shall not be first brought into use until a car parking management plan has been submitted to and approved in writing by the Local Planning Authority and implemented in full in accordance with the approved details.

REASON: In the interests of achieving reasonable availability of on-site car parking spaces for users of the proposed development.

- 15 The development hereby approved shall not be first brought into use until the public footpath (MELK 20) running through the site has been widened, resurfaced and new lighting installed all in accordance with the approved details.

REASON: In the interests of safe and convenient pedestrian access to the proposed development.

- 16 The development hereby approved shall not be first brought into use until the vehicle parking and turning areas and the cycle parking area have been provided in accordance with the approved plans. The areas shall then be maintained and kept available for the parking and turning of cars and cycles.

REASON: In the interest of safe and convenient operation of the development and to promote sustainable patterns of travel to and from the development.

- 17 The development hereby approved shall not be first brought into use until details of a traffic calming measure for the access west of the access point to Crown House and a give way line to be located across the exit from Crown House and a timetable for the completion of these works have been submitted to and approved in writing by the Local Planning Authority. The development shall then

be carried out in accordance with the approved details.

REASON: In the interests of safe and convenient access to the proposed development.

- 18** No development shall commence on site until details of the storage of refuse, including details of location, size, means of enclosure and materials, have been submitted to and approved in writing by the Local Planning Authority. The development shall not be first brought into use until the approved refuse storage has been completed and made available for use in accordance with the approved details and it shall be subsequently maintained in accordance with the approved details thereafter.

REASON: In the interests of public health and safety.

- 19** Notwithstanding the submitted information the development hereby approved shall not be first brought into use until details of the internal access road in front of the 66 space car park and a timetable has been submitted to and approved in writing by the Local Planning Authority. The development shall then be carried out in accordance with the approved details.

REASON: To ensure coaches do not overrun the pedestrian footway.

- 20** The development hereby approved shall not be first brought into use until a boundary treatment between the service vehicle turning head and the public footpath known as MELK 20 and a timetable for its delivery has been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details.

REASON: In the interests of safe use of the public footpath.

- 21** Within 3 months of the development hereby approved first being put into use the construction access shall be fully and permanently closed to all vehicle movements, with the grass verge of the A350 being reinstated.

REASON: In the interests of highway safety, and the appearance of the area.

- 22** Within 6 months of the development hereby approved first being put into use a full travel plan shall be submitted to and approved in writing by the Local Planning Authority. The travel plan should be based on the framework travel plan and shall be implemented in accordance with the approved details including the appointment of a travel plan co-ordinator for three years from the date of first appointment.

REASON: In the interests of promoting sustainable patterns of travel to and from the development.

- 23** During the construction phase no machinery shall be operated, no process shall be carried out and no delivery shall be taken or dispatched from the site outside of the following hours; Mon-Fri 07:30 to 18:00, Saturday 08:00 to 13:00, nor anytime on Sundays or public holidays.

REASON: In the interest of neighbouring amenity

- 24** No development shall commence on site until a hard and soft landscaping scheme and implementation programme has been submitted to and approved in writing by the Local Planning Authority, details of which shall include:
- indications of all existing trees and hedgerows on the land;
 - details of any to be retained, together with measures for their protection in the course of development;
 - all species, planting sizes and planting densities, spread of all trees and hedgerows within or overhanging the site, in relation to the proposed buildings, roads, and other works;
 - finished levels and contours of the land;
 - means of enclosure;
 - car parking layouts;
 - other vehicle and pedestrian access and circulation areas;
 - hard surfacing materials;
 - minor artefacts and structures (e.g. furniture, play equipment, refuse and other storage units, signs, lighting etc);

All hard and soft landscape works shall be carried out in accordance with the approved details and shall be completed prior to the occupation of any part of the development or in accordance with a programme agreed in writing by the Local Planning Authority. 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.

Reason: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 25** Lighting to car parks, pathways and roadways within the development boundary shall be installed in accordance with the design recommendations detailed within the Executive Summary & Recommendations & Mitigations sections of the External Lighting Impact Assessment submitted with the application.

REASON: In the interest of neighbouring amenity and the impact on

the character and appearance of the conservation area

- 26 The approved sports lighting scheme shall be designed and implemented in accordance with BS EN 12193:2003 Light & Lighting-Sporting Lighting and shall achieve a minimum Environmental Zone E2 as defined within The Institute of Lighting Engineers Guidance notes for the reduction of obtrusive light 2005 before being first brought into use.

REASON: In the interest of neighbouring amenity and the impact on the character and appearance of the conservation area

- 27 The sports floodlighting hereby approved shall not be used before 07:00 hrs or after 22:00 hrs on any day.

REASON: In the interest of neighbouring amenity

- 28 The level of noise emitted from the new plant associated with the development hereby approved shall not exceed 29 dB LA eq between the hours of 07:00 in the morning and 23:00 in the evening and 25 db LA eq at any other time when measured at any position along the boundary of the proposed development with residential properties. The assessment and measurements shall be carried out in accordance with BS4142:1997

REASON: To ensure the creation/retention of an environment free from intrusive levels of noise and activity in the interests of the amenity of the area.

- 29 The development hereby permitted shall achieve a BREEAM (Building Research Establishment Environment Assessment Method) rating of 'very good'. Within 6 months of the development hereby approved first being brought into use a BREEAM Certificate certifying that 'very good' status has been achieved shall be submitted to the Local Planning Authority.

REASON: In the interests of the conservation of energy resources.

- 30 Before the development hereby permitted is first occupied the first floor windows in the southern elevation serving the fitness suite shall be glazed with obscure glass only and shall be permanently maintained with obscure glazing in perpetuity.

REASON: In the interests of residential amenity and privacy.

- 1 **INFORMATIVE TO APPLICANT:**

The applicant is reminded of the need to obtain separate listed building consent for the development hereby approved in addition to

this planning permission before works commence on site.

2 INFORMATIVE TO APPLICANT

Please note that Council offices do not have the facility to receive material samples. Please deliver material samples to site and inform the Planning Officer where they are to be found.

3 INFORMATIVE TO APPLICANT:

The attention of the applicant is drawn to the following informatives requested by Wessex Water:

There must be no tree planting close to new sewers within distances prescribed by Sewers for Adoption vs 7.

Any redundant connections must be sealed at the point of connection.

If it is proposed to empty the swimming pool to the public foul sewer, the maximum rate of emptying and the chemical makeup of the discharged water should be agreed in advance with Wessex Water.

4 INFORMATIVE TO APPLICANT:

The attention of the applicant is drawn to the following request by the Strategic Planning Committee regarding Condition 14. The parking area adjacent to Cedar Close should be allocated to staff parking and gated.

5 INFORMATIVE TO APPLICANT:

The attention of the applicant is drawn to the following request by the Strategic Planning Committee regarding Condition 24. The boundary adjacent to Cedar Close should not have trees/vegetation that would restrict light and effect the amenity of residents in Cedar Close.

(Duration of meeting: 10.30 - 11.50 am)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line 01225 718504, e-mail kieran.elliott@wiltshire.gov.uk

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

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STRATEGIC PLANNING COMMITTEE

MINUTES OF THE STRATEGIC PLANNING COMMITTEE MEETING HELD ON 18 JUNE 2014 AT COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Glenis Ansell, Cllr Ernie Clark (Substitute), Cllr Andrew Davis (Chairman), Cllr Stewart Dobson, Cllr Charles Howard, Cllr David Jenkins, Cllr Bill Moss, Cllr Christopher Newbury, Cllr Anthony Trotman (Vice Chairman), Cllr Fred Westmoreland and Cllr Graham Wright

47 Apologies for Absence

Apologies for absence were received from Councillors Stuart Dobson and Terry Chivers.

Councillor Chivers was substituted by Councillor Ernie Clark.

48 Minutes of the Previous Meeting

The minutes of the meeting held on 14 May were presented for consideration and it was,

Resolved:

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

49 Declarations of Interest

There were no declarations.

50 Chairman's Announcements

There were no announcements.

51 Public Participation and Councillors' Questions

The rules on public participation were noted.

52 **14/01798/VAR: Land South of Four Winds, 81 Yarnbrook Road, West Ashton**

Public Participation

Mr Timothy LeMare spoke in objection to the application.

Dr Angus Murdoch spoke in support of the application.

Mr Richard Covington, Chairman of West Ashton Parish Council, spoke in objection to the application.

The Senior Planning Officer presented a report which recommended that the application for variance of two of the conditions imposed with a previous permission be granted. Key issues were stated to include highway safety, impact on the countryside and neighbouring amenity and the requirements for the delivery of Gypsy and Traveller sites under the council's emerging Core Strategy.

Members then had the opportunity to ask technical questions of the officers. There were queries as to why the application was being considered by the Strategic Planning Committee rather than the Western Area Planning Committee, and it was stated the change in designation had been in response to comments from the Planning Inspector investigating the Core Strategy on the need to plan strategically for the provision of Gypsy and Traveller sites. Some members raised concerns that the Council had not amended its Constitution to enact such a change of criteria for the designation of planning applications to particular committees, although it was noted that the Scheme of Delegation for Planning did specify that Director of Development could determine that any application that raised appropriate issues could be considered by the Strategic Committee.

In response to additional queries it was confirmed that as further pitches would be permitted as a result of the variance applied for, this was to be counted as new sites, and that additional conditions could be imposed. Clarity was also sought about whether there was an underprovision of Gypsy and Traveller sites by the Council for the period running to 2021, or whether the council had met the minimum requirement up until 2016. In reply it was stated that the provision of 48 pitches countywide was a minimum requirement, but that if applications met the appropriate criteria they would be recommended for approval even when that minimum requirement was met.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

A statement from the Local Member, Councillor Horace Prickett, in objection to the application was then read out by Councillor Christopher Newbury.

A debate followed, where members discussed the reasons for the original imposition of a condition restricting use of the site to a particular family, and whether it was appropriate that this be removed given the additional impact that would follow on the site and the amenity of the area. Highway safety was assessed, with the busy nature of the A350 adjoining the site noted, and

whether an overriding need for the site had been demonstrated which would overcome the discouragement of development on the national primary route network. Details were also sought on the enforcement of conditions.

At the conclusion of debate, it was,

Resolved:

That Permission be GRANTED 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 The site shall not be occupied by any persons other than gypsies and travellers as defined in Annex 1 to the Department for Communities and Local Government document "Planning Policy for Traveller Sites" published in March 2012.**

REASON: Planning permission has only been granted on the basis of a demonstrated unmet need for accommodation for gypsies and travellers and it is therefore necessary to keep the site available to meet that need.

- 3 No more than 4 caravans, as defined in the Caravan Sites and Control of Development Act 1960 and the Caravan Sites Act 1968, of which no more than 2 shall be a static caravan, shall be stationed on the site at any time.**

REASON: In the interests of the amenity of the area and in order to define the terms of this permission.

- 4 Within one month of the date of this permission, a scheme for the parking and turning of vehicles within the hatched area shown on plan reference SP1/Revision A (site layout plan) dated April 2014, shall be submitted to and approved in writing by the Local Planning Authority and shall be implemented fully in accordance with the approved details within three months of the date of this permission. The approved parking and turning area shall be retained for those purposes and kept free from obstruction at all times thereafter.**

REASON: In the interests of highway safety.

- 5 Within one month of the date of this permission a scheme for the discharge of surface water from the site (including surface water from the access/driveway/parking/turning areas), incorporating sustainable drainage details, shall be submitted to and approved in**

writing by the Local Planning Authority. Within three months of the date of this permission, the approved surface water drainage scheme shall be fully implemented in accordance with the approved scheme.

REASON: In the interests of highway safety.

- 6** No commercial activities shall take place on the land, including the commercial storage of materials.

REASON: In the interests of the amenity of the area and in the interests of highway safety.

- 7** No materials shall be burnt on site or on the adjacent field under the control of the applicant.

REASON: In order to minimise nuisance.

- 8** Within one month of the date of this permission a detailed landscaping scheme shall be submitted for approval in writing by the Local Planning Authority. This scheme shall include details of existing and proposed planting, all new boundary treatments and the surfacing materials to the hardstanding. The landscaping scheme shall be implemented in accordance with the approved details and in accordance with time frames to be agreed.

REASON: In the interests of protecting the rural character of the area.

- 9** The development hereby permitted shall be carried out in accordance with the details shown on the following plans:

- Site Location Plan: Received on 25 July 2012 (in respect of red-line area only); and
- Site Layout Plan SP1 Rev A: Received on 14 April 2014.

REASON: In order to define the terms of this permission.

Councillors Ernie Clark and Christopher Newbury requested that their votes against the approval be recorded.

53 **N/13/05525/FUL:The Paddock, Hook, Wiltshire, SN4 8EA**

Public Participation

Dr Angus Murdoch spoke in support of the application.

The Team Leader presented a report which recommended the application be approved. Key issues were stated to include the principle of development, impact on the highway, residential amenity and the character and appearance

of the locality. Attention was also drawn to an updated plan that had been submitted, and the relevant condition amended accordingly.

Members then had the opportunity to ask technical questions of the officers. As with Minute 52 some concerns were raised about the item coming before the Strategic Committee rather than an Area Planning Committee, and clarity was sought on sections of the report.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

A debate followed, where the impact on highways and drainage was assessed, and the restriction of the site for close family members was noted, along with the level of provision of Gypsy and Traveller sites in the county.

At the conclusion of debate, it was,

Resolved:

That permission be GRANTED subject to conditions:

WA1 FULL PLANNING PERMISSION -COMMENCEMENT 3 YEARS

- 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.

WB1 SUBSEQUENT APPROVAL OF MATERIALS FOR WALLS & ROOFS

- 2) No development shall commence on site until details and samples of the materials to be used for the external walls and roofs of the amenity buildings 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.

WC2 LANDSCAPING TO BE CARRIED OUT & MAINTAINED

- 3) 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.

WC7 SUBMISSION OF DETAILS OF EARTHWORKS

- 4) Within six months of the date of this permission details of all earthworks have been submitted to and approved in writing by the Local Planning Authority. These details shall include the proposed grading and mounding of land areas including the levels and contours to be formed, and the nature and source of the material, showing the relationship of proposed mounding to existing vegetation and surrounding landform. The development shall not be [occupied/first brought into use] until such time as the earthworks have been carried out in accordance with the details approved under this condition.

REASON: To ensure a satisfactory landscaped setting for the development.

WC11 ERECTION OF SCREEN WALLS / FENCES TO PREVENT OVERLOOKING

- 5) The screen walls, fences and/or plating shown on the approved plans hereby permitted shall be erected within 3 months of the date of this permission and shall be retained and maintained as such at all times thereafter.

Reason: To prevent overlooking & loss of privacy to neighbouring property.

WE6 NO GARAGES / OUTBUILDINGS

- 6) 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 garages, sheds, greenhouses and other ancillary domestic outbuildings shall be erected anywhere on the site on the approved plans.

REASON: To safeguard the character and appearance of the area.

WE8 NO FENCES / WALLS / GATES

- 7) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any Order revoking or re-enacting or amending that Order with or without modification), no gates, fences, walls or other means of enclosure, other than those shown on the approved plans, shall be erected or placed anywhere on the site OR forward of any wall of the dwelling(s) (including a rear or side wall)] which fronts onto a highway, carriageway or footpath].

REASON: In the interests of visual amenity.

WJ4 GYPSIES AND TRAVELLERS

- 8) The site shall not be permanently occupied by persons other than gypsies and travellers as defined in Annex 1 of Planning policy for traveller sites (DCLG, 2012).

REASON: Planning permission has only been granted on the basis of a demonstrated unmet need for accommodation for gypsies and travellers and it is therefore necessary to keep the site available to meet that need.

- 9) No more than two commercial vehicles shall be kept on the site for use by the occupiers of the caravans hereby permitted, and shall not exceed 3.5 tonnes in weight.

REASON: In the interests of residential amenity, highway safety and the character of the countryside.

- 10) Except for the keeping of commercial vehicles as defined in condition 7, above, no commercial activity or use, including the storage of materials and waste, shall be carried out on the site.

REASON: In the interests of residential amenity, highway safety and the character of the countryside.

- 11) No more than four caravans, as defined in the Caravan Sites and Control of Development Act 1960 and the Caravan Sites Act 1968 (of which no more than two shall be a static caravan) shall be stationed on the site at any time. At no time shall the two touring caravans hereby permitted be used as permanent occupation.

REASON: It is important for the local planning authority to retain control over the number of caravans on the site in order to safeguard interests of visual and residential amenity in accordance with policies C3, NE15 and H9 of the North Wiltshire Local Plan 2011.

- 12) Occupation and use of the Mobile homes and touring caravans hereby permitted shall be limited solely to and by close family members of the occupants of the property known as The Paddocks.

Close family members defined as dependents, sons, daughters and grandchildren.

REASON: In the interests of residential amenity.

WM13 APPROVED PLANS

13)The development hereby permitted shall be carried out in accordance with the following approved plans:

TDA.1956.02 Dated 18/6/14

0914/03 Dated 28/3/14

Site Location Plan Dated 28/3/14

1219/03 Dated 28/3/14

1219/01 Dated 17/3/14

3551/500 17/3/14

Design & Access Dated 12/3/14

Cole Easdon Consultants Micro Drainage Details 17/3/14

TDA/1956/RhC/10.13 Dated 15/4/14

REASON: For the avoidance of doubt and in the interests of proper planning.

54 **Date of the Next Meeting**

The date of the next meeting was confirmed as 16 July 2014.

(Duration of meeting: 10.30 am - 12.00 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line 01225 718504, e-mail kieran.elliott@wiltshire.gov.uk

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STANDARDS COMMITTEE

DRAFT MINUTES OF THE STANDARDS COMMITTEE MEETING HELD ON 9 JULY 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Rosemary Brown, Cllr Howard Greenman, Cllr Julian Johnson (Chairman), Howard Marshall (Substitute), Mr Paul Neale, Cllr John Noeken (Vice Chairman), Cllr Paul Oatway, Cllr Sheila Parker, Cllr Horace Prickett, Mr John Scragg and Miss Pam Turner

21 Membership Changes

The Membership changes following the meeting of Council on 13 May 2014 were noted.

22 Apologies for Absence

Apologies for absence were received from Cllrs Allison Bucknell and Desna Allen, and Mr Phillip Gill JP MBE.

Cllr Allen was substituted by Cllr Howard Marshall.

23 Minutes

The minutes of the meeting held on 29 April 2014 were presented for consideration and it was,

Resolved:

To APPROVE as a true and correct record and sign the minutes.

24 Declarations of Interest

There were no declarations.

25 **Chairman's Announcements**

Through the Chairman, it was announced that as agreed at its meeting in April 2014, a Standards Seminar on the Effectiveness of the Code of Conduct Complaints Procedure had been organised for all councillors and independent persons on 23 July at 1000 in the Council Chamber at County Hall.

It was also announced that should the Committee recommend to Council that the proposed revisions to the Constitution be adopted at its July meeting, a briefing session for all councillors had been arranged for 1400 on 24 July in the Council Chamber at County Hall.

26 **Public Participation and Questions**

There were no questions or statements submitted.

27 **Draft Annual Governance Statement 2013/14**

The Deputy Monitoring Officer presented a report on the draft Annual Governance Statement, as drafted by the Governance Assurance Group which is comprised of senior officers who have lead roles in corporate governance and a representative from the Audit Committee, to review the effectiveness of the council's governance arrangements.

It was reported that the council was meeting its obligations in adhering to the six principles of good governance in its Code of Corporate Governance, and that the draft report had been assessed by the Audit Committee at its meeting on 24 June 2014, with comments attached to the report in the agenda. Following comments from the Standards Committee, final approval for the draft statement would be sought from the Audit Committee at its meeting on 31 July 2014.

Members discussed the draft statement, seeking details of how governance improvements were monitored and assessed, and it was stated issues were added to the corporate risk register and service risk reports to the assurance group, which met monthly to consider progress and options to improve any concerns. Members noted the intention for a phased roll out of mandatory on-line training for all staff on data protection and good practice in information management, and it was requested the Committee be informed if this was intended to be rolled out to Members, as it was felt it would be beneficial for Members to be familiar with the same issues.

At the end of discussion, it was,

Resolved:

To note that the draft AGS will be revised in the light of comments from the Committee, Cabinet, Standards Committee as detailed above and further work by the Governance Assurance Group before being brought back to the Audit committee for final approval and publication with the Statement of Accounts at the end of July.

28 **Recommendations from the Constitution Focus Group - Part 3 of the Constitution**

The Chairman of the Committee and the Deputy Monitoring Officer introduced the proposed changes to Part 3 of the Constitution, Responsibility for Functions and Schemes of Delegation, following consideration by the Constitution Focus Group.

It was stated the majority of changes were to clarify matters and eliminate duplication to make it clearer and easier to follow, including a new contents and definitions section with a focus on principles of decision making for delegated decisions. There were also changes to reflect changes in legislation and operational practice, as detailed in the report, with clarifications on the allocation of applications to specific planning committees and the call-in of officer delegated decisions, which would in future all be published on the council's intranet. Additionally, due to its length, it was proposed the rules and procedures for the Police and Crime Panel be removed from Part 3 of the Constitution and placed in a separate protocol, although no changes would be made to the details.

Members discussed the changes in detail, seeking clarification on which criteria would be considered by the Associate Director when determining which planning committee would consider a specific application which had been called in, with some concerns raised that with the Core Strategy being currently unadopted, the criteria allowed speculative outline applications to be submitted and considered by area planning committees, despite have a clear strategic impact once the full details would be brought forward. In response to queries it was also confirmed there were no proposed changes to the scheme of delegation in respect of licensing.

At the end of discussion, it was,

Resolved:

To recommend that Council approve the proposed changes to Part 3 of the Constitution, including the transfer of the Police and Crime Panel Arrangements to a new Protocol.

29 **Status Report on Complaints**

The Deputy Monitoring Officer presented a report on the status of code of conduct complaints, with a total of 41 received for the current year.

Members discussed the updated, noting that the number of complaints received was significantly higher than the totals for previous years at 24 and 25. In response it was stated there had been several parishes which had received multiple complaints regarding single incidents, but that officers would investigate further to determine if this or other reasons were behind the increase.

It was noted that for the first time under the new standards regime, complaints had been referred for investigation, either at the direction of a Standards Review Sub-Committee or the Monitoring Officer.

Members were also informed of an increase in complaints partially or wholly in relation to councillor conduct on social media platforms, with suggestions that the Committee should consider whether the council's social media etiquette policy should be attached to the Code of Conduct in the manner of the behaviours framework so that it must be considered by members. It was stated this would not impact town and parish council's, as even those which used the same Code as Wiltshire Council would not have attached the appendices to the Code that Wiltshire Council had adopted.

It was also requested that the Committee be provided if possible with details of how many town and parish councils had adopted their own codes, Wiltshire's code, or had failed to adopt any code.

Resolved:

To note the update on the status of code of conduct complaints.

30 Parish and Town Council Training

It was stated that further information would be provided at a later date on refresh training for town and parish councils on standards regime issues.

31 Date of the Next Meeting and Forward Plan

The date of the next meeting was confirmed as 8 October 2014, and it was requested consideration of the Social Media Etiquette Policy be added to the Forward Plan.

32 Urgent Items

There were no urgent items.

(Duration of meeting: 2.00 - 3.05 pm)

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AUDIT COMMITTEE

DRAFT MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 24 JUNE 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Richard Britton (Vice Chairman), Cllr Rosemary Brown, Cllr Tony Deane (Chairman), Cllr Mike Hewitt (Substitute), Cllr David Jenkins (Substitute), Cllr Stephen Oldrieve, Cllr Helen Osborn, Cllr David Pollitt and Cllr James Sheppard

Non-Voting Members:

Cllr Jane Scott OBE and Cllr Dick Tonge

16 Apologies and Membership Changes

Apologies received from Cllr Stewart Dobson, Cllr Julian Johnson, Cllr Linda Packard and Cllr Sheila Parker.

Cllr David Jenkins substituted for Cllr Linda Packard. Cllr Mike Hewitt substituted for Cllr Julian Johnson.

17 Minutes of the Previous Meeting

Resolved:

To confirm and sign the minutes of the previous meeting held on 11 March as a true and accurate record of the meeting.

18 Chairman's Announcements

The Chairman encouraged Members to engage in training as the Committee required specialised knowledge. The Chairman requested feedback from Members in regards to which training they feel they would benefit from. The need for substitutes to also attend was stated.

The Corporate Support Manager spoke to the Committee in regards to risk management. The process of benchmarking with other local authorities to see similarities and differences was raised. It was stated that the risk guidance had been revised. The need to be open and honest about risks was raised and what was required to mitigate them. Planned combined officer and Member training

was discussed to give a whole system approach. Zurich, as insurers, were working as external consultants to provide training and advice. It was noted that Zurich have vast experience with other authorities.

19 **Members' Interests**

No interests were declared.

20 **Public Participation and Committee Members' Questions**

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

21 **Annual Governance Statement**

The Associate Director of Law and Governance stated that the Annual Governance Statement was a statutory requirement. The layout of the Statement was explained and it was stated that Associate Director's input would be collated. Any issue that arose would be in the final version of the Statement in July. It was explained that 'section E' of the Statement set out significant governance issues.

Clarification was sought over the nature of the Annual Governance Statement. It was explained that it was part of the statement of accounts which is intended for public consumption.

The elderly and vulnerable were discussed and it was asked what action had been taken to address their issues in relation to the cost of their care. It was stated that the Overview and Scrutiny Management Committee would look at the overall care package for individuals.

Financial management controls were discussed, as well as the Safeguarding Peer Challenge planned for October 2014. The external peer review was also raised which ensured commitments were being met.

A need to highlight any future changes to the Statement was raised by Members.

Resolved:

To receive and note the contents of the Annual Governance Statement.

22 **SWAP IA Annual Report**

The Director of Planning for SWAP addressed the Audit Committee. It was stated that the report highlighted audit's performance and sought to ensure that the control environment was reasonable. No significant concerns were raised and Internal Audit had produced many recommendations. The Committee heard

that SWAP was reviewed by their own code of practice. It was stated that the audit plan for the year had been delivered but there was concern over time limits for issuing reports.

The Associate Director for Finance thanked Members for their input.

The layout of the SWAP report was explained to the Committee. Concerns had been raised with some aspects of control environments which were to be followed up by the Committee. Levels of customer feedback were extremely high and the importance of such feedback was emphasised.

Members were given the opportunity to ask questions of SWAP. It was stated that the effectiveness of audit should not be in the number of recommendations made but the implementation of those recommendations which would provide a far more meaningful indication of the effectiveness of internal audit. The diversion of resources to internal control was also discussed. Potential underlying issue with planning were raised, as well as matching resources with deliverables.

Clarification was required to make internal audit plans for next year more transparent. In response, it was stated that an update would be provided each quarter. The need to move from paper to digital reports was also discussed.

Draft report percentages were also raised and an explanation was provided as to why they were lower. In response, it was stated that IA were working to improve this and that there was a new reporting structure which required reports to go through a report clearing process.

Resolved:

To receive and note the contents of the SWAP IA Annual Report.

23 **KPMG - External Audit Interim Report 2013/14**

The interim audit report was introduced by KPMG and progress was said to be good. Issues on the SAP system were discussed and also the focus on headline messages. There had been issues with SAP user access; detailed testing had been performed to mitigate this. KPMG stated that Internal Audit was of an appropriate standard and that they had performed their own testing on financial controls.

It was stated that KPMG met with SWAP throughout the year and they had reviewed the internal audit protocol together. Key risk areas were identified in the audit plan in March around pensions and property; a report on this would be produced in July. No danger areas were raised in the report.

KPMG were now looking at moving forward to the signing of accounts and they were well placed to meet the change.

Corporate Director, Carlton Brand, provided clarity on the insourcing of SAP and that the design of the system needed to meet the requirements of KPMG. It was stated that work would continue with KPMG to provide assurances around the controls that were already in place. Cost reductions were also expected to enable rechanneling of funds into frontline services.

Resolved:

To receive and note the contents of the External Audit Interim Report 2013/14.

24 **KPMG - External Audit Progress Report & Technical Update**

The Committee heard that regular meetings were held with officers to discuss accounting issues. Meetings were also held with IA to check up on any potential issues. Final audit was to be presented in July and this was to be a practical document in relation to what KPMG had done and how they had gone about it.

Ensuring value for money was discussed, as well as the valuation of property. It was explained that funds invested into a property did not necessarily result in an increase in the property's value.

The Department of Health and housing revenue were also raised. Funding streams were discussed, as well as work with the Clinical Care Commission groups in regards to spending on health. Discussion continued to investment into social housing and local growth funding for building new homes.

The Leader of the Council provided clarity on NHS funding. It was explained that this was not new money and was instead to be used to help those in hospital be cared for within the community.

Finally, KPMG stated that any inappropriate response from an accepted external audit recommendation would be raised with the Audit Committee.

External audit was to be out for tender in 2017 at the earliest and there was stability in the audit fee.

Resolved:

To receive and note the contents of the External Audit Progress Report and Technical Update.

25 **KPMG - External Audit Fee Letter for 2014/15**

Resolved:

To receive and note the contents of the External Fee Letter for 2014/15.

26 **Forward Work Programme**

Resolved:

To receive and note the Forward Work Programme.

27 **Date of Next Meeting**

Resolved:

The date of the next meeting was to be 31 July 2014 at 10:00 in the Kennet Room, County Hall.

28 **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.30 - 11.50 am)

The Officer who has produced these minutes is David Parkes, of Democratic Services, direct line (01225) 718220, e-mail david.parkes@wiltshire.gov.uk

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OFFICER APPOINTMENTS COMMITTEE

**DRAFT MINUTES OF THE OFFICER APPOINTMENTS COMMITTEE MEETING
HELD ON 25 JUNE 2014 AT THE PRATCHETT ROOM - COUNTY HALL,
TROWBRIDGE BA14 8JN.**

Present:

Cllr Nick Fogg MBE, Cllr Jon Hubbard, Cllr Fleur de Rhé-Philipe, Cllr Jane Scott OBE
(Chairman) and Cllr John Thomson (Vice Chairman)

9 Apologies

There were no apologies for absence.

10 Minutes of Previous Meeting

Resolved:

To confirm and sign as a correct record the minutes of the previous meeting held on 4 March 2014.

11 Declaration of Interests

There were no declarations of interest.

12 Chairman's Announcements

There were no Chairman's announcements.

13 Public Participation

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

14 Urgent Items

There were no items of urgent business.

15 **Exclusion of the Public**

Resolved:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minute No. 16 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 1 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

16 **Appointment of Associate Director Corporate Functions & Procurement**

The Committee conducted a competitive selection process to appoint to the role of Associate Director, Corporate Function & Procurement prior to appointing to that post.

It was noted that the job description for this post had been updated to meet the needs of the service and it was explained that such a change had not fundamentally changed the role. It was agreed to reconsider the title of the post.

After discussion,

Resolved:

To appoint Mr Robin Townsend to the post of Associate Director, Corporate Function & Procurement with effect from Monday 30 June 2014 on Grade HAY M3, £94,076 - £103,711.

(Duration of meeting: 10.30 - 11.50 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

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STAFFING POLICY COMMITTEE

DRAFT MINUTES OF THE STAFFING POLICY COMMITTEE MEETING HELD ON 7 MAY 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Allison Bucknell (Chair), Cllr Mike Hewitt, Cllr David Jenkins, Cllr Bob Jones MBE, Cllr Gordon King, Cllr Bill Moss (Substitute), Cllr David Pollitt, Cllr John Smale (Vice Chairman) and Cllr Stuart Wheeler

24 Apologies for absence

An apology for absence was received from Cllr Jane Scott OBE who was substituted by Cllr Bill Moss.

25 Minutes of Previous Meeting

Resolved:

To confirm and sign as a correct record the minutes of the Committee meeting held on 5 March 2014.

26 Declarations of Interest

There were no declarations of interest.

27 Chairman's Announcements

The Chairman made the following announcements:-

- Public Sector People Management Association (PPMA) Rising Stars Adam Feather, Workforce Analyst, HR Information Team was a finalist in this year's national competition sponsored by PPMA and Manpower Group. Future HR leaders from local authorities across the country had recently come together for an intense two-day programme of personal coaching, media skills workshops and networking at Warwick University. All 14 high level participants presented their big ideas on this year's chosen topic – Workforce Agility – to a panel of PPMA board members.

The four highest scoring delegates including Adam had now been invited to present at the PPMA annual seminar in May in Leeds. Members of the Committee joined the Chairman in extending their very best wishes to Adam.

- PPMA Excellence in HR Awards - Excellence in change management
The HR/OD Wiltshire Council team was a finalist in another important national award, the category being *Excellence in change management*. The Committee extended its best wishes to the team.

28 **Public Participation**

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

29 **Temporary Closure of Leisure Facilities**

Consideration was given to a report by the Associate Director, People & Business Services which presented a temporary policy on handling employee issues due to the closure of leisure facilities because of campus projects, redevelopment, rebuilds or maintenance work.

With the development of campus projects it would be necessary to close affected leisure facilities temporarily whilst these projects were underway. The length of time each facility would be closed would be different depending on the nature and scale of each project.

The policy detailed that the priority would be to continue to employ employees during the closure period by looking at a number of alternatives. Where this was not possible it was proposed in the policy to continue to pay these employees for a set period of time in order to retain their services.

It was pointed out that this policy would be used initially as a pilot in respect of staff employed at Corsham Leisure Centre after which it could be modified if necessary before being applied to staff affected by other projects.

Resolved:

To approve the policy on the Temporary Closure of Leisure Facilities.

30 **Delivering the Business Plan January to March 2014**

The Committee received a quarterly workforce report, excluding fire, police and schools staff, for the quarter ended 31 March 2014 concerning:-

Staffing Levels

Sickness Absence

New Health and Safety RIDDOR related injuries

New Disciplinary and Grievance Cases

Voluntary Staff Turnover
Employee Costs
Additional Financial Information
Employee Diversity

During discussion the following points were highlighted:-

- During the quarter Children & Families had recruited 18 social workers which was excellent given the general shortage of candidates.
- Sickness rates had decreased by 0.2 FTE days to 1.9 days per FTE. Overall for the 2013/14 financial year, the sickness rate was 8.3 FTE days; this was 1.6 FTE days below the benchmark local authority median and 0.4 days per FTE less than the previous financial year.
- The voluntary turnover rate had increased to 2.2% this quarter. The overall voluntary turnover rate for 2013/14 financial year was 8.5%, this being approximately 1.5% above the benchmark figure. It was considered that this trend was partly due to the increasing opportunities becoming available in the private sector and a perceived increase in job security there. Members requested that a schedule of vacant posts be sent to them.

Resolved:

- (1) To note the contents of the report.
- (2) To request that some additional training on workforce statistics be provided for members of the Committee immediately before the next scheduled meeting.

31 **Date of Next Meeting**

Resolved:

To note that the next meeting of the Committee was due to be held on Wednesday 9 July 2014 in the Kennet Room at County Hall, Trowbridge, starting at 10.30am.

32 **Urgent Items**

There were no items of urgent business.

(Duration of meeting: 10.30 - 11.10 am)

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

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STAFFING POLICY COMMITTEE

DRAFT MINUTES OF THE STAFFING POLICY COMMITTEE MEETING HELD ON 9 JULY 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Allison Bucknell (Chair), Cllr Peter Evans (Substitute), Cllr David Jenkins, Cllr Bob Jones MBE, Cllr Bill Moss (Substitute), Cllr David Pollitt, Cllr John Smale (Vice Chairman), Cllr Stuart Wheeler and Cllr Graham Wright

Also Present:

Cllr Gordon King and Cllr Jeff Osborn

33 Apologies for absence

Apologies for absence were received from Cllr Mike Hewitt who was substituted by Cllr Peter Evans and Cllr Jane Scott OBE who was substituted by Cllr Bill Moss.

34 Minutes of Previous Meeting

Resolved:

To confirm and sign as a correct record the minutes of the previous meeting held on 7 May 2014.

35 Declarations of Interest

There were no declarations of interest.

36 Chairman's Announcements

The Chairman made the following announcement:-

Industrial Action – Thursday 10 July 2014

Wiltshire Council is part of the national pay bargaining process in which the National Employers represent the views of councils across the UK.

The recognised unions (Unison, GMB and Unite) had notified the Council of the outcome of their recent national ballots regarding industrial action in relation to the 2014 pay offer for green book staff.

The pay offer made by the National Employers would increase all employees' pay by 1% while those on the lowest pay (up to spinal point 10, £14,013 per annum) would receive a larger increase of between 1.25% and 4.66%.

The National Employers had said this was a fair deal for employees given the limits of what could be afforded as well as being a fair deal for the taxpayers and residents who used and paid for the services local government provided.

The unions had rejected the pay offer and members voted nationally in favour of strike action. Only 5.7% of all council staff employed nationally voted in favour of strike action.

The Council had been notified that the strike action would take place on **Thursday 10 July 2014**. This would also coincide with a strike by teaching staff in the NUT and fire fighters and civil servants in dispute over pay and pensions. The Council's Staff Industrial Action Group would be monitoring the situation to ensure the delivery of services.

37 **Public Participation**

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

38 **Discretions Policy for Wiltshire Council**

Consideration was given to a report by the Associate Director, People & Business which presented an updated Discretions Policy for Wiltshire Council, following changes to the Local Government Pension Scheme (LGPS) in April 2014.

It was noted that the introduction of new LGPS regulations effective from April 2014 required Wiltshire Council to review its existing pension discretions policy and to publish a new policy effective from April 2014.

The discretions policy stated how the Council would apply its discretionary powers in relation to specific provisions of the pension scheme.

The LGPS regulations provided a set of nine discretions for employers to review and agree. Seven of these discretions were the same as stated in Wiltshire Council's existing discretions policy but with the addition of two new discretions, as follows:-

- Discretion 2 – whether to make either a regular or lump sum additional pension contribution.

It was being recommended that this discretion be only exercised by this Committee in exceptional circumstances after considering the costs that would apply.

- Discretion 6 – to allow the rule of 85 for employees aged between 55 and 59.

It was being recommended that this discretion be only exercised by this Committee in exceptional circumstances after considering the costs that would apply.

After some discussion,

Resolved:

To approve the recommended changes to the Discretions Policy, which is attached as Appendix 1 to these minutes.

39 **Notice of Motion - Recognition of Trade Union Rights**

It was reported that at its Annual Meeting held on 13 May 2014, Council considered the following Notice of Motion received from Cllrs Jeff Osborn and Terry Chivers

“In the tendering of any future contracts for services provided by this Council, a clear condition should be made that the Council will only enter into a contract with organisations that make a clear and public commitment that they fully recognise trade union rights for their employees and that they will continue to do so”

Council referred the Motion to Staffing Policy Committee for consideration.

On considering the report prepared by the Associate Director, Law & Governance for the Annual Council meeting and on hearing the views of Cllr Jeff Osborn and Cllr Gordon King,

Resolved: To note that:

- 1. there were already statutory processes for considering union recognition during the TUPE process and with contracting parties.**
- 2. there was already statutory protection for employees’ freedom of association to join a union and for union representation for employees within certain employment processes.**
- 3. in terms of any future contracts it would not be possible within the current statutory framework to use as evaluation criteria a public**

commitment to recognise Trade Unions for collective bargaining purposes.

40 **Urgent Items**

There were no items of urgent business.

(Duration of meeting: 10.30 - 11.05 am)

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

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**LGPS EMPLOYER'S
DISCRETIONS POLICY FOR WILTSHIRE COUNCIL
LGPS 2014 Scheme**

WILTSHIRE PENSION FUND

DISCRETION & REGULATION	POLICY ON INDIVIDUAL DISCRETIONS
<p>1). Reg 31: Whether to grant additional pension to a member (up to £6500pa)</p>	<p>The council will only exercise this discretion in exceptional circumstances by Staffing Policy Committee after full consideration of the costs that would apply.</p>
<p>2). Reg 16(2)e & Reg 16(4)d: Whether to it make either a regular or lump sum Additional Pension Contribution (APC) to a member's account (part or whole funding this) [Note: this discretion only relates to cases when the member is working as normal rather than absent from work with permission but no pensionable pay – in the latter scenario, employers must fund it if necessary.]</p>	<p>The council will only exercise this discretion in exceptional circumstances by Staffing Policy Committee after full consideration of the costs that would apply.</p>
<p>3). Reg 30(6) Whether all or some pension benefits can be paid if an member aged 55 or over reduces their hours/grade and continues to work ("flexible retirement")</p>	<p>Requests will be considered by the associate director for people and business in conjunction with the appropriate associate director and assessed on their merits taking account such factors as costs and service delivery.</p>
<p>4). Reg 30(8) Waiving actuarial reduction on flexible retirement.</p>	<p>The council will not exercise this discretion</p>
<p>5). Reg 30(8) Waiving actuarial reduction on early retirement (age 55+) – for both active, deferred members & suspended tier 3 ill health pensions</p>	<p>Requests will be considered by the associate director for people and business in conjunction with the appropriate associate director and assessed on their merits taking account such factors as costs and service delivery.</p>
<p>6). TP Regs 1(1)(c) of Schedule 2: Whether to allow the rule of 85 to be "switched on" for members who would normally meet the rule but who will not if they draw the benefits age 55-59</p>	<p>The council will only exercise this discretion in exceptional circumstances by Staffing Policy Committee after full consideration of that costs that would apply.</p>

<p>7). Regs 22(8 & 9) Whether to extend 12-month period to separate previous LG service.</p>	<p>The council will not exercise this discretion</p>
<p>8). Reg 9(3) Determine rate of employees' contributions.</p>	<p>Wiltshire Council will re-assess all employee contribution bands on a monthly basis, taking account of changes as they occur during the year</p>
<p>9). Reg 100(6) Whether to extend 12-month period to allow a transfer-in of non-LG pension rights.</p>	<p>The council will not exercise this discretion</p>

Abbreviations

“Reg 16(2)e” means Regulation 16(2)e of the Local Government Pension Scheme Regulations 2013 [which apply from 1 April 2014]

“TP Regs” means LGPS (Transitional Provisions, Savings and Amendment) Regulations 2014].

WILTSHIRE HEALTH AND WELLBEING BOARD

MINUTES OF THE WILTSHIRE HEALTH AND WELLBEING BOARD MEETING HELD ON 20 MARCH 2014 AT KENNET ROOM, WILTSHIRE COUNCIL, COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.

Present:

Cllr Jane Scott (Chairman and Leader of the Council), Dr Stephen Rowlands (Vice Chairman and Chairman of CCG), Chief Executive, Bath RUH (James Scott), Dr Gareth Bryant (Wessex Local Medical Association), Dr Simon Burrell (CCG Chair of NEW Group), Dr Toby Davies (CCG Chair of SARUM Group), Debra Elliott (NHS England), Patrick Geenty (Wiltshire Police Chief Constable), Carolyn Godfrey (Corporate Director Wiltshire Council), Christine Graves (Healthwatch Wiltshire), Julie Hankin (Avon & Wiltshire Mental Health Partnership), Angus Macpherson (Police & Crime Commissioner), Cllr Laura Mayes (Cabinet Member for Childrens Services), Dr Helen Osborn (CCG Chair of WWYKD Group), Cllr Sheila Parker (Portfolio Holder for Adult Care and Public Health), Maggie Rae (Corporate Director Wiltshire Council), Cllr Ian Thorn (Opposition Group representative) and Deborah Fielding (Chief Officer CCG)

Also Present:

Laurie Bell (Associate Director Wiltshire Council), Amy Bird (Consultant in Public Health), David Bowater (Senior Corporate Support Officer Wiltshire Council), James Cawley (Associate Director Wiltshire Council), Julia Cramp (Associate Director Wiltshire Council/CCG), Kevin Mcnamara (Head of Strategy Great Western Hospital), Robin Townsend (Associate Director Wiltshire Council), Paul Tarplett (Office for Public Management), Garreth Saunders (South Western Ambulance Service Trust) and Cliff Turner (Independent Chair of Wiltshire Safeguarding Childrens Board)

15 Chairman's Welcome, Introduction and Announcements

The Chairman welcomed all to the meeting and gave the following announcements.

Next meeting of the Board

The next meeting of the Board, to be held on 22 May, would now take place at the Headquarters of Avon & Wiltshire Mental Health Partnership (AWP) noting that the meeting would be themed around mental health.

End of Life Care

The Board resolved at its meeting in November that the CCG working group, who were undertaking an exercise to help develop a strategy on end of life care, would provide a report in March 2014.

The Group were still undertaking work to develop the report and therefore this would now be brought back to the Board for consideration at a later date.

16 **Apologies for Absence**

Apologies were received as follows:

Cllr Keith Humphries (Cabinet member for Public Health, Protection, Adult Care and Housing)

Nerissa Vaughan (Great Western Hospital)

Ken Wenman (South West Ambulance Service Trust)

17 **Minutes**

The minutes of the meeting held on 16 January and extraordinary meeting held on 6 February were signed and approved as a correct record with the following amendment:

The attendance details for the meeting held on 16 January be amended to reflect that the Chief Executive of Bath RUH (James Scott) was in attendance.

18 **Declarations of Interest**

No declarations of interest were received.

19 **Better Care Plan**

The Chairman reminded attendees that a draft Plan had now been presented to NHS England following consideration by the Board at its extraordinary meeting held on 6 February. Thanks were given to those who attended for their contributions.

The Chairman and Vice Chairman were keen to highlight the importance of the document and this was captured within the introduction of the vision document accompanying the Plan.

Although the template provided by NHS England for completion and return was strict in its requirements with a clear focus on adult social care, the vision document accompanying the Plan would continue to be expanded over time to incorporate the care of all as part of ongoing care arrangements.

The Vice Chairman confirmed that the document fitted well with the 5 year strategic and 2 year operation plans of the CCG, details of which would be discussed later in the meeting under Item 6. In recognised the importance of integration to ensure delivery of all, clarification was given that James Roach had now been appointed as the Integration Manager for Health and Social Care and would be commencing his new role shortly. James had hoped to attend but was unable to do so due to previous commitments.

Paul Tarplett from the Office for Public Management (OPM) was also welcomed to the meeting. Paul had been undertaking a piece of work on the system leadership provided by the Board. Details of his initial findings would be circulated to Board members following the meeting. This would include that behavioural change and development of strong relationships would be required to ensure effective delivery of the Better Care Plan.

Debra Elliott, NHS England, confirmed that the Plan had been well received by NHS England who welcomed the people centred approach and recognised the desire for a joint approach between the CCG and local authority.

Health and Wellbeing Boards would be contacted the week commencing 21 April and made aware of whether further work on the Plan was required or whether the plan as submitted had been signed off by the Minister. It was hoped that the positive response received on the draft Plan submitted by the Board would indicate that it would fall within the latter of the two options.

It was suggested that a standing item appear on future agendas to allow for a short update on measures in addition to a yearly and six monthly report on progress. The Board were in full agreement with this suggestion and future agendas would be amended accordingly.

The report as submitted was welcomed and the proposals within accepted, noting the addition of a standing update to the Board at each meeting.

Resolved:

- **To approve the proposed governance arrangements set out in paragraphs 4 to 7 of the report and that a standing update would be provided at each future meeting;**
- **To approve the proposed programme management and support arrangements set out in paragraphs 8 to 15 of the report;**
- **To approve the outline scope of each work programme as set out in paragraph 16 of the report;**
- **To note the ongoing work as set out in paragraphs 17 to 25 of the report; and**
- **To delegate authority to the Chairman and Vice Chairman to agree any changes to the plan as a result of feedback to be received from NHS England and/or the Local Government Association (LGA)**

20 CCG 5 Year Strategic and 2 Year Operational Plan

Deborah Fielding, CCG, presented the report informing the Board of the draft CCG 5 year Strategic and 2 year Operation Plan, an initial draft of which had been submitted to NHS England for consideration.

In presenting the report Deborah Fielding asked that the Board be mindful that details of the Plans had previously been presented and that the next part of the process would be further engagement with stakeholders. This was include communication through Wiltshire Council area boards on how all partners were working together to deliver both this, the Better Care Plan and their connection with the Health and Wellbeing Strategy.

The Associate Director for Communications would work with the Chairman and Vice Chairman of the Board to develop an appropriate engagement plan with the area boards, details of which would be circulated to members in due course.

Resolved:

The Board endorsed the draft 5 year Strategic/2 year Operational Plan and agreed to delegate responsibility for any further changes to be signed off by the Chairman of the Board, noting that final submission of the 5 year Strategic Plan must be made by 20 June 2014.

21 5 Year Commissioning Plan for Specialised Services

Debra Elliott, NHS England, presented the report on the NHS England five year commissioning plan for specialised services.

In presenting the report confirmation was given that the strategy was being developed following a period of significant change in the structures of specialised commissioning arrangements, noting that from April 2013 NHS England became the sole direct commissioner of specialised services.

The report highlighted that the cost of NHS specialised health services was approximately £12 billion per year which equated to approximately 10% of the total annual NHS budget and detailed where NHS England was in relation to the development of the plan and consultation undertaken. This included a well attended event held in Chippenham on 13 February as well as engagement with Overview and Scrutiny Committees (OSCs) and Clinical Commissioning Groups (CCGs).

The development of the strategy was to be separated into two parts:

- A mission statement (detailing the director of travel for the strategy for 2014/15-2018/19; and
- Service level planning (detailing priorities for individual services).

The new interim Chief Executive of NHS England, Simon Stevens, was likely to have a specific view on specialised commissioning and was expected to want to review any work undertaken before release in June 2014.

Concerns were expressed over the potential evolution of specialised services away from Wiltshire, noting that many services were already outside of the county. The Board were also mindful of some transport issues to and from some specialised centres and the potential impact this had on the health and wellbeing of patients and were of the view that the development of a hub and spoke model would be desirable.

It was understood that concerns had also been raised by the Wiltshire Overview and Scrutiny Committee (OSC) and Public Health. Discussions had taken place with the Director of Public Health England and also with the Director of Specialised Services. The Board were informed that further local discussion (including with OSCs and CCGs) was to take place to ensure there was a clear understanding of the national programme and to allow for any concerns to be discussed.

The question of how outcomes would be monitored for the new system against those of the old was raised. Although there was confidence that good outcomes would be delivered there was still concern relating to the services that could be catered for within the existing acute hospitals and how they would continue to serve the local population.

Noting that further discussion were to take place, commissioning plans for specialised services would remain as an item for discussion at a future meeting of the Board.

The Chairman of the Health Select Committee, in attendance, confirmed that these concerns were indeed shared by the OSC and welcomed the opportunity to work with the Board in providing a joint response to NHS England on the subject. An important immediate priority was vascular services.

The Chairman reminded the Board that a significant number of armed forces personnel were due to rebase to the UK from Germany and there would be the need to ensure any required health services were available to support their needs upon return.

It was understood that funding had been ring fenced for the rebasing of personnel and that this included funding to local authorities to ensure health and educational needs were appropriately met. Discussion took place on whether the funding to be allocated would meet the need.

Debra Elliott noted the concerns raised by the Board and would ensure that these were relayed to the appropriate officers at NHS England.

The Chairman thanked all for the comments received and it was agreed that a letter from the Board on behalf of all partners would be sent to NHS England expressing the concerns raised.

Resolved:

The Board

- **Noted the update provided;**
- **Agreed to receive a further update from NHS England on progress made in producing the Strategy; and**
- **Agreed that a response to the emerging strategy would be sent by the Chairman on behalf of all partners of the Board to NHS England expressing the concerns raised.**

22 **Children's Health**

Carolyn Godfrey, Corporate Director Wiltshire Council, provided an update in relation to children's community health services in Wiltshire.

Children's Community Health Services in Wiltshire

In presenting the first of two reports clarification was made that services were currently delivered by five separate organisations. The CCG and Wiltshire Council had agreed at a recent Governing Body meeting of the CCG that a joint project would be undertaken to re-commission services in an attempt to bring all under a single contract/provider.

The resulting contract/provider would need to ensure support across the whole county was provided, was easily accessible and provided a clear pathway designed for the user noting that currently there was a wide spectrum of services within a wide structure.

A project steering group had been established to oversee the re-commissioning exercise chaired by the Director of Children's Services and with senior representation from CCG and NHS England. A Project Manager would also be brought in to work 3 days per week on the project.

Discussions were already underway with providers and neighbouring commissioners to ensure that the resulting service model worked in harmony with the county's neighbours, noting that the resulting provider was likely to provide services to neighbouring authorities.

Transfer of Commissioning Responsibilities for Public Health for 0-5 year olds (Health Visiting)

Amy Bird, Consultant in Public Health, presented a report on the transfer of Health Visiting from NHS England to Wiltshire Council. This included that

following the demise of the PCT commissioning arrangements had passed to NHS England noting that these, together with school nursing, were to transfer to the local authority at a later date. This would take effect from 1 October 2015.

Thanks were provided to Debra Elliott and her team at NHS England for their work and support during this period, noting that there had been a positive increase in the number of Health Visitors under its leadership. The work undertaken by the team was recognised by the Board who acknowledged that early intervention resulted in reduced problems later in life.

The Chairman thanked the presenters for the information provided.

Resolved:

The Board noted the updates provided.

23 Safeguarding Children's Board - Annual Report

Cliff Turner, Independent Chairman of the Childrens' Safeguarding Board, presented the Safeguarding Board's annual report for 2012/13.

In presenting the report, which included details on the background of the Board, clarification was given that Cliff Turner had been appointed to his role, following an OfSTED inspector in the summer of 2012 which had found that the Board had failed in its primary objective.

In the winter of 2012/13 a review of the Board was undertaken, including with its membership and the number of sub groups operating within it.

A wider peer review of childrens services was undertaken in January 2013 where positive comments had been received on the work undertaken by the Board. OFSTED returned in July 2013, questioned the changes brought about since the peer review and were satisfied that governance arrangements were now appropriate.

A further review was undertaken in December 2013 to look specifically at the work of the Board itself. The outcome of the review resulted in a number of action points to be taken forward but the work of the Board was complimented. Further details could be found within the annual report provided, together with the accompanying Business Plan which outlined work undertaken since.

The Cabinet member for Childrens Services was pleased to confirm that the improvement notice given following the OFSTED inspection had been lifted in early March. However, the authority would always look to improvement on the service it provided.

The Chairman thanked Cliff Turner for the update.

Resolved:

The Board noted the report and ongoing work of the Safeguarding Board.

24 **Transfer of Police Custody Healthcare and Sexual Assault Referral Centre (SARC) Provision**

Angus Macpherson, Police and Crime Commissioner, presented a report on the transfer of some health commissioning responsibilities to NHS England from April 2015.

In noting that there were often links between mental health and those in police custody discussion took place relating to Section 136 of the Mental Health Act specifically relating to young people. Work was underway with the Avon and Wiltshire Mental Health Partnership (AWP) and the way in which young people are now dealt with has shown improvement.

Noting that the next meeting of the HWB was to be focused primarily on mental health, the Commissioner welcomed the opportunity to present further papers at that meeting which were likely to include details on mental health issues relating to domestic abuse and violence.

The Chief Constable reiterated his concern over the proportion of offenders with mental health problems, of all ages, and would welcome the opportunity to explore this further with the Board. A report on the subject would be submitted to the next meeting of the Board in May.

The Chairman thanked the Commissioner and Chief Constable for the information provided and confirmed that a report on S136 would be added to the next agenda.

Resolved:

The Board would receive a report from Wiltshire Police on S136 at the next meeting in May 2014.

25 **Urgent Items**

There were no urgent items considered.

26 **Date of Next Meeting**

The next meeting of the Board would take place at 3pm on Thursday 22 May at Jenner House, AWP Headquarters, Langley Park, Chippenham, Wiltshire.

(Duration of meeting: 3.00 - 4.20 pm)

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

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WILTSHIRE HEALTH AND WELLBEING BOARD

MINUTES OF THE WILTSHIRE HEALTH AND WELLBEING BOARD MEETING HELD ON 22 MAY 2014 AT JENNER HOUSE, AWP HEADQUARTERS, LANGLEY PARK, CHIPPENHAM, WILTSHIRE SN15 1GG.

Present:

Cllr Jane Scott (Chairman), Stephen Rowlands (Vice Chairman), Debra Elliott (NHS England), Deborah Fielding (CCG), Patrick Geenty (Wiltshire Police), Christine Graves (Healthwatch Wiltshire), Cllr Keith Humphries (Cabinet Member Wiltshire Council), Angus Macpherson (PCC), Cllr Laura Mayes (Cabinet Member Wiltshire Council), Cllr Sheila Parker (Portfolio Holder Wiltshire Council), Maggie Rae (Corporate Director Wiltshire Council), Ian Thorn (Opposition Group representative Wiltshire Council), Nerissa Vaughan (Chief Executive Great Western Hospital)

Also Present:

Emma Cooper (Healthwatch Wiltshire), Dr Celia Grummitt (CCG), Tony Jackson (Army), Major Dickie Gittins (Army), Geoff Shone (NHS England), Brian Stables (Chair Bath RUH), Nick Marsdon (Salisbury Foundation Trust), Cllr John Noeken (Health Select Committee), Dr Ted Wilson (CCG), Rhian Bennett (Wiltshire Council), Alex Thomson-Moore (Wiltshire Council), R. Jennings (Wiltshire Council), K. Blackburn (Wiltshire Council), Karen Spence (Wiltshire Council), Julia Cramp (Wiltshire Council/CCG), James Cawley (Wiltshire Council), James Roache (Wiltshire Council/CCG), Laurie Bell (Wiltshire Council), Robin Townsend (Wiltshire Council)

27 Confirmation of Membership and re-appointment of Chairman

Membership of the Health and Wellbeing Board was ratified at Full Council on 13 May 2014. In addition to the re-appointment of the Leader of the Council as Chairman to the Board, the following additional changes were made:

- Cllr Ian Thorn (Opposition Group representative) was appointed as a full voting member.
- Cllr Sheila Parker (Portfolio Holder Adult Care and Public Health) to be a non-voting member of the Board.

28 Election of Vice-Chairman

Dr Stephen Rowlands (Chairman of Wiltshire Clinical Commissioning Group (CCG)) was elected as Vice Chairman of the Health and Wellbeing Board.

29 **Chairman's Welcome, Introduction and Announcements**

The Chairman welcomed everyone to the mental health themed meeting and expressed thanks to the hosts, Avon & Wiltshire Mental Health Partnership (AWP).

Before proceeding to the next item of business, the following announcements were made:

- **Winterbourne View Action Plan update**

The Board received an update on the Winterbourne View Action Plan at its meeting in November 2013 and agreed that a further update would be provided today to ensure the Board remained abreast of developments. The Chairman drew the Boards attention to the update provided within the agenda pack at page 3 and confirmed that the Board would continue to receive regular updates hereafter.

- **Mental Health Strategy**

Work was underway to develop a joint Mental Health and Wellbeing Strategy between Wiltshire Council and the Wiltshire Clinical Commissioning Group (CCG), the proposed next stages of which had been presented to the Health Select Committee on 6 May.

A brief update was provided which included that the strategy would be developed in collaboration with many stakeholders. Once further developed the draft would be submitted to the Executive bodies of both the CCG and Wiltshire Council to seek approval for formal consultation before both the Board and Health Select Committee were presented with the draft for consideration as part of the consultation.

Dr Alex Thomson-Moore, who was leading on the strategy, would attend the next meeting and there would be an update on how the strategy was progressing. Today's meeting would play an important part in informing the strategy development.

- **Thank you from Jane Ellison MP**

The Public Health Minister, Jane Ellison, had written to all HWB Chairs thanking them for their work in helping to improve the health of local populations. The letter highlighted some of the national public health work underway and the important role of local partners in securing their success.

A full copy of the letter was available on-line with the agenda and could be accessed via the following [link](#).

30 **Apologies for Absence**

Apologies were received as follows:

Dr Toby Davies (CCG Chair of SARUM Group) - Dr Celia Grummitt attended on his behalf

Dr Simon Burrell (CCG Chair of NEW Group)

31 **Minutes**

The minutes of the previous meeting held on 20 March 2014 were approved and signed as a correct record with the following amendment:

Item 20 – CCG 5 Year Strategic and 2 Year Operational Plan

The wording of the Resolution to be amended to reflect that further changes to be signed off by the Chairman of the CCG Executive Body as follows:

Resolved:

The Board endorsed the draft 5 year Strategic/2 Year Operational Plan and agreed to delegate responsibility for any further changes to be signed off by the Chairman of the CCG Executive Body, noting that final submission of the 5 year Strategic Plan must be made by 20 June 2014.

32 **Declarations of Interest**

No declarations of interest were received.

33 **Welcome and Updates from Avon & Wiltshire Mental Health Partnership (AWP)**

Anthony Gallagher, Chairman of AWP, was introduced to the meeting and welcomed all present to the Headquarters of AWP before handing over to Dr Julie Hankin, AWP Clinical Director, who welcomed the theme of the meeting noting the desire to provide parity of esteem between physical and mental health at a central government level and also within AWP itself.

The Department of Health (DoH) document entitled 'Closing the Gap: Priorities for Essential Change in Mental Health Services' which set out 25 key priorities, was highlighted. The priorities included:

- Mental health services
- Children and young people
- Crisis and diversion
- Choice and ending discrimination
- Improving physical health and integration
- Support for housing and employment

- Information and regulation

A brief film was shown highlighting the work being undertaken by AWP to meet the needs of people in Wiltshire as a provider of secondary and specialist mental health services. A copy of this could be found via the following link:

<https://www.youtube.com/watch?v=J2tJoNvlvAw&feature=youtu.be>

Recognising the need for localised structures within the management of AWP, a review had been undertaken and in May 2013 a new Wiltshire Management structure had been implemented.

Details of the variety of services provided by AWP were highlighted which included primary care, acute hospital liaison, crisis and home treatment teams and adult inpatient care.

A Primary Care Liaison Service (PCLS) and Memory Clinics had been established to allow dementia specialists, primary care and clinicians to provide the most appropriate support.

In line with ongoing improvements for 2014/15 was the reprofiling of community teams to align them with community transformation structures and the CCG 5 year strategy.

The restructure arising from the reprofiling would result in 4 community mental health teams functioning as 8 workgroups alongside smaller community teams and GP practices.

As part of the wider review to ensure appropriate service delivery, AWP had sought the assistance of Wiltshire Council's Transformation Team to help establish cultural change within the Trust, including discussion on how campus' could be utilised to provide services.

Premature mortality and serious mental illness (SMI) was also highlighted with figures showing that people with SMI had an average of 3.6% higher change of premature mortality than the general population. Wiltshire was slightly above the average.

The Board welcomed AWP's ambition of better parity between mental and physical health and acknowledged the drive to deliver dual diagnosis in the future, noting the benefits this would bring, for example, on drug and alcohol services.

Upon further discussion in relation to the higher than average mortality figures for Wiltshire, the Board requested that any investigative work should take into account the military and that a target for improvement should be set.

Acknowledgment was made to the excellent work undertaken around S136 which had resulted in a significant reduction in the numbers taken into custody. As a result Wiltshire was placed within the top 6 areas of the country identified as minimising custody placements.

Noting that the police were often a first point of call for mental health related calls it was recognised that training from health professionals would be beneficial to ensure individuals were dealt with appropriately. Many forces around the country were running a successful street triage initiative of which Wiltshire was also looking to adopt in the future.

Further discussions would take place between the Police Chief Constable and Clinical Director for AWP to investigate other ways in which the two partners could work together.

The Chairman thanked AWP for the presentation and acknowledged the positive steps already taken and future plans for continued improvements to the services delivered of which the Board looked forward to receiving details of in the future.

34 **Parity of Esteem Programme and Specialist Commissioning for Mental Health**

Debra Elliott, NHS England, presented a report on the work undertaken to deliver parity of esteem between mental and physical health as well as an update on specialist commissioning of mental health.

Parity of Esteem

The report highlighted that parity between mental and physical health was expected to result in significant improvements to the health and wellbeing of the population and would reduce the financial pressures both in the short and long term.

Although a parity of esteem programme was being developed, 3 key areas, as detailed below, had already been identified for initial focus and improvement:

- Access to psychological therapies (IAPT) by March 2015
- Diagnosis and support for people with Dementia by March 2015
- Awareness and focus on the duties within the Mental Capacity Act

An evidence gathering exercise had been undertaken and presented to the House of Lords in March 2014, resulting in the latter priority following concerns raised over the duties and expectations of CCGs in relation to the Mental Capacity Act.

Within the Bath and North East Somerset, Gloucestershire, Swindon and Wiltshire (BGSW) area an organisation had been commissioned to work

alongside NHS England to address the above themes with an interim report expected in July and final report in September 2014.

A number of websites provided information on good practice, tools and guidance which was recognised to be important for commissioners to enable them to deliver the national requirements. Intensive support was also being developed to support CCGs in delivering the national ambitions, further details of which were available on the IAPT website.

Specialised commissioning

143 specialised services were commissioned by NHS England, 11 of which related closely to mental health. It was understood that a programme of work was being developed and was likely to be completed by the end of July when a further update report would be provided to the Board.

Patient Right to Choose

After presenting the report, Debra Elliott confirmed that NHS England had now published interim guidance on Patient Right to Choose. A link to the website could be found below:

<http://www.england.nhs.uk/2014/05/21/guide-published/>

Commissioners, GPs and Providers were asked to give consideration to the interim guidance and provide any comments to NHS England no later than 5pm on Friday 15 August.

Major Dickie Gittins and Tony Jackson were welcomed to the meeting to provide an update on mental health services for army personnel which included recognition of the importance of mental health services required by army personnel including veterans, many of which had a desire to remain in the county.

Monthly case conference meetings included attendance by AWP representatives and helped with the transition into civilian life. There was awareness that the numbers were likely to increase in the future.

Tony Jackson confirmed that although the welfare service was outside the chain of command of the army, it worked alongside the army to provide support to army personnel and their families within the area. The service was currently undergoing a review in consultation with senior management.

The Board noted that approximately 11,000 soldiers were based within the Salisbury area alone which was likely to increase by a further 4,500 as a result of the army rebasing programme. The welfare team consisted of 35 personnel for the Wiltshire area alone and therefore the review was welcomed.

It was recognised that a fundamental change in the way services were commissioned was needed together with a change in the public's view to mental health problems. Wiltshire was in a strong position noting that joint commissioning arrangements were already in place although these might need to be refreshed in light of parity of esteem findings.

The Chairman highlighted the importance of focusing on prevention and in helping individuals to help themselves and the benefits this would have for health and wellbeing as a result.

Thanks were given to the presenters and the Chairman looked forward to receiving further demonstrations that parity of esteem was developing well in the future.

35 **Wiltshire Dementia Strategy update**

James Cawley, Associate Director Wiltshire Council, and Dr Ted Wilson, Group Director CCG, presented the draft Wiltshire Dementia Strategy report which included details of the strategy consultation which ended on 19 May.

The Board were made aware that by 2020 there was expected to be a 30% increase in the number of dementia sufferers in the UK and that the draft strategy had been developed as a result of listening to those with dementia as well as those who provided support.

The consultation identified memory service and telecare as areas that were doing well but care in hospital and support for carers as areas that could be improved.

The key message arising from initial findings was that dementia was the responsibility of everyone and that dementia friendly communities were important to ensure sufferers were able to live at home and within the community, a requirement identified by dementia sufferers.

In response the 'Before I Forget' campaign to make communities dementia friendly, had been launched in the Royal Wootton Bassett and Cricklade area and was being rolled out across the whole of the County.

Consultation responses indicated that people were in general positive and supportive of the direction and commissioning intentions of the strategy but that rural communities, where isolation often occurred, should be a focus for further work. Listening to and involving carers and families and reducing the stigma associated with dementia were also identified as areas for focus.

The redraft of the Strategy would be submitted to the CCG and WC governing bodies once the full findings of the consultation had been considered. Once approved, implementation of the final strategy would be overseen by the Dementia Delivery Board.

Ongoing engagement and consultation facilitated by Healthwatch Wiltshire was being planned and packs for dementia friendly communities were made available for attendees to take away with them.

Reference was made to the 'safe places' scheme which was being rolled out across the county following initial pilots in Salisbury, Devizes and Swindon and required businesses to sign up to provide a safe place for vulnerable people.

Details of the 'missing people' programme was also mentioned noting that a significant proportion of those reported as missing were dementia sufferers.

The Board recognised the need for a joined up approach to the support services in place and requested that further details on the differing programmes taking place (including 'Safe Places' and 'Missing Persons Programme') should be presented at the next meeting. Noting that a monthly newsletter had been launched by Wiltshire Council on dementia it was suggested that further details on the varying programmes could also be highlighted within this.

The attending Vice Chairman of the Health Select Committee was supportive of a one point of contact approach and indicated the importance of ensuring the right funding stream was in place to meet the increasing demands on the service.

The Select Committee response on the strategy had included a requirement to strengthen some areas and the Committee awaited further details for review in due course.

The Chairman thanked the officers for the information provided and confirmed that the Board looked forward to receiving details of the final strategy and various dementia programmes taking place at its next meeting in July.

36 **Children's Mental Health**

Julia Cramp, Associate Director Wiltshire Council/CCG presented the Children's Mental health report which included details on the Children's Emotional Health and Wellbeing Strategy 2014-17 and Child and Adolescent Mental Health Service in Wiltshire.

The strategy had been produced by the Children's Trust Commissioning Executive in line with the Children's Trust's Commissioning Framework and extensive consultation had been undertaken to seek the views of children and young people on key issues. Feedback had included:

- Better mental health education in schools for both children and adults help recognise the signs as early as possible;
- Better e-safety education to address cyber bullying; and
- Helping to build young people's self esteem and confidence

The consultation had sought the views of staff working with young people and priorities for action had been proposed which included promoting Youth Mental Health First Aid Training for adults and youth. Four sessions a year currently took place and were run by education psychologists to help participants recognise the signs of mental health illness in young people.

Other priorities identified following initial discussions were:

- Promote positive mental health and build resilience in children and young people;
- Build capacity and knowledge of mental health issues in the children's workforce;
- Improve access to primary and specialist child and adolescent mental health services (CAMHS); and
- Ensure effective access, referral routes and pathways to services (including to adult services).

The draft strategy was currently out for consultation. Further details could be found via the 'Pathways' website:

<http://www.wiltshirepathways.org/GenPage.asp?ID=55>

Following completion of the consultation an action plan would be developed and, once approved, would be overseen by the multi-agency Emotional Wellbeing and Mental health Group, a sub-group of the Children's Trust.

The Voice and Influence team based within the Council would be looking into the safeguarding of young people in relation to social media, noting the concerns raised by young people in relation cyber bullying.

The 'Little Book' providing emotional wellbeing and mental health support for young people was highlighted as a useful tool to help support young people. This was available via GP practises but could also be found on-line via the following link:

http://www.wiltshirepathways.org/UploadedFiles/Wiltshire_Little_Book_Jan13.pdf

Laura Mayes, the Cabinet member for Children's Services, highlighted the importance of providing appropriate out of hours support for young people, noting the increase in suicide and self harm figures over the weekend period. YoungMinds was referenced as the UK's leading charity committed to improving the emotional wellbeing and mental health of young people and should be signposted as a source of support.

The benefits of early intervention were highlighted and the Board welcomed the recognition of this within the draft strategy.

A mental health charter had also been produced which it was hoped all schools within Wiltshire would sign up to by the end of the year to help provide greater support to young people.

Child and Adolescent Mental Health Service

In April 2010 a new contract had been approved for child and mental health services resulting in significant changes to the service such as:

- 24 hour access
- Outreach service (OSCAR)
- Specialist learning disability service
- Family assessment and safeguarding service

Although a good model of service was already in place it was recognised that accessibility needed improvement. As a result analysis of all referrals made in April and May was currently underway to help identify where improvements could be made.

The transition process from children to adult services was also being audited to understand the pathway taken.

Details of the pathway and the findings of the analysis work would be presented to the Board once available.

37 **Wiltshire Police and Crime Commissioner: Mental Health**

Angus Macpherson, Police and Crime Commissioner, presented a report on the Crisis Care Concordat, which was the agreement signed by more than 20 national organisations to work together to achieve continued improvements to crisis care for people with mental health issues.

The agreement included 18 pages of actions to be embedded at a local level and the PCC was keen to secure the buy in of every organisation within the county to ensure this took place.

The PCC also drew attention to the joint Department of Health and Home Office review to examine the operation of Section 135 and 136. Wiltshire Police would be responding to the consultation which ended on 1 June.

The Commissioner stated that confusion often arose in relation to responses to patients in crisis with the police often responding instead of the ambulance service. Contact would be made with South West Ambulance Service Trust to seek clarity on their understanding and highlight available guidance.

A future objective of Wiltshire Police was to work with health partners to improve training for officers and the strategies that could be deployed to calm often difficult situations. The Positive and Safe Programme was highlighted as an example that could be included.

The Mental Health First Aid Training programme was also referenced. Further details of the programme would be made available to the Board members following the meeting.

38 **Healthwatch Wiltshire - Annual Report**

Christine Graves, Healthwatch Wiltshire, presented enterprises first draft annual report and introduced Emma Cooper, Chief Executive of Healthwatch Wiltshire, who would provide further details.

Details of the opportunities and challenges faced by Healthwatch Wiltshire in its first year were highlighted which included the high level of expectation placed on them following their creation as a social enterprise, in contrast to many other local authorities.

The annual report set out all the activities of the enterprise and demonstrated the significant achievements made within the first year, in contrast to many other local healthwatch organisations.

An ambitious but deliverable work programme for the ensuing year had been developed and worked in harmony with existing services to offer support and advice where required.

The Chairman and Vice Chairman of the Board congratulated Healthwatch Wiltshire and recognised the positive role model that other local healthwatch organisations might aspire towards.

39 **Better Care Plan update**

James Roach, Integration Director, provided a brief presentation on the implementation of the Better Care Plan.

The concerns raised in the national press were highlighted regarding the expectations of the integration model. However Wiltshire was confident that our Plan submitted was fit for purpose, acknowledging the positive integration work already taking place.

The key priorities of the Plan and progress made to date against them were provided. This included improved steps to provide care as close to home as possible such as an integrated hospital to home pathway and as reviews of pathways to provide integration in other areas.

The Chief Executive of Swindon Hospital Trust told of the reduction in patient numbers admitted from the Wiltshire area and increased numbers from the Berkshire and Gloucestershire areas which seemed to indicate that the model of integration within Wiltshire was beginning to demonstrate positive results.

RUH Bath was also seeing fewer numbers from the Wiltshire area but increased numbers from Somerset which it felt could in part be as a result of the closure of Frenchay Hospital. The improvements as a result of integration could also be seen within the older people's unit of the hospital.

A recent Foundation Trust Network meeting had highlighted the positive work of Wiltshire which was seen to be significantly advanced in comparison to other areas.

Healthwatch Wiltshire complimented the positive work taking place in delivering the new service model but reiterated the need to ensure the public were fully informed of the changes to ensure confidence in the new model.

A Chairs of Area Boards meeting was taking place shortly where changes taking place in healthcare services would be provided to review how the boards could be used to communicate the message.

40 **Urgent Items**

There were no urgent items discussed.

41 **Date of Next Meeting**

The next meeting is scheduled for 3pm on Thursday 31 July 2014.

(Duration of meeting: 3:00pm to 5:45pm)

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WILTSHIRE PENSION FUND COMMITTEE

**DRAFT MINUTES OF THE WILTSHIRE PENSION FUND COMMITTEE MEETING
HELD ON 5 JUNE 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE
BA14 8JN.**

Present:

Cllr Tony Deane (Chairman), Cllr Charles Howard (Vice-Chair), Cllr Mark Packard

Also Present:

Cllr Bill Moss, Jim Edney, Joanne Holden and Mike Pankiewicz

30 Membership

The Head of Pensions announced that Tim Jackson, employer body representative, who had been a long standing member of the Committee, was leaving the Wiltshire Pension Fund Committee.

The Chairman thanked Mr Jackson for his work on the Committee. The Head of Pensions went on to announce that there were now two vacancies on the Committee for an employer representative from an admitted body and Educational Scheduled bodies and that he had written to the relevant bodies asking for representatives, and the 23 June was the closing date. Applications would be shortlisted and invited to interview with the Chairman and Vice-Chairman with the recommended appointments being reported back to this Committee.

31 Attendance of Non Members of the Committee

Cllr Bill Moss was in attendance.

32 Apologies for Absence

Apologies of absence was received from:

Cllr Sheila Parker
Cllr Roy While
Cllr Brian Ford
Cllr Des Moffatt

33 **Minutes**

The minutes of the meeting held on 6 March 2014 were presented for consideration. It was;

Resolved:

To APPROVE and sign the Minutes of the previous meeting as a true and correct record.

34 **Chairman's Announcements**

The Chairman gave the following announcements:

Members Training

A Members' investment review day would take place on 1st July at County Hall and all members were encouraged to attend including substitutes as this would provide a useful review of our current investment position and provide an introduction to options and opportunities that will be discussed at future Committee meetings. .

Baillie Gifford will also present a review of their mandate and to commemorate 20 years of working with the Wiltshire Pension Fund Committee, will host refreshments at the end of the session.

Other Announcements

The Chairman welcomed Roz Vernon who was new to the Pensions Team filling the role of Pension Fund Accountant on a secondment basis.

The Chairman expressed his concern on attendance numbers and encouraged members to appoint substitutes if they would not be able to make the meetings.

The Chairman updated the Committee on the Pension Conference which focused on the LGPS. It was noted that the Wiltshire Pension Fund appeared well positioned in terms of governance.

The Committee was informed that the Wiltshire Pension Fund was a finalist in the Professional Pensions for Communications (Public Sector) awards, which reflects how well the Committee had worked in respect of the LGPS 2014 scheme.

35 **Declarations of Interest**

There were no declarations of interest.

36 **Public Participation and Councillors' Questions**

There were no questions or statements submitted.

37 **SWAP Internal Audit Report**

The members noted the internal audit report and thanked the team for their work.

38 **Pension Fund Administration Outturn Statement 2013-2014**

The Strategic Pension Manager updated members on the Fund's outturn statement for the last financial year and it was noted that the money which had been saved had been reinvested in the Fund.

39 **LGPS 2014 Reforms Update**

The Head of Pensions gave a verbal update on the LGPS 2014 reforms noting that the scheme officially started on the 1 April 2014. The main points of the update focused on: the continuation of communications, implementation of software, review of benefits and the in-depth summer review.

A question was asked about the number of members joining the Pension Fund. It was identified that it was more important to monitor numbers leaving the scheme. At present there had been no major changes with a slight increase identified.

It was also mentioned that future audits would factor in the changes to processes resulting from implementing the LGPS 2014 scheme.

40 **Local Government Pension Scheme: Opportunities for collaboration, cost savings and efficiencies Consultation**

The Head of Pensions presented the report which outlined the Government's response to the Call for Evidence along with the current consultation and discussed the draft response which had been drafted by the Head of Pensions, noting the deadline to submit the response of the 11 July 2014.

The members debated the draft letter noting that the letter should be as simplistic as possible, and include more details around stress testing the consultation proposals, emphasis on the deficit long term from the impact of reduced active management and concern that all the work surrounding this was not material in terms of benefits. There was concern that too much control was being eroded from local decision making and that the work being undertaken was distracting from the key issue of improving governance and addressing the pension funding gap. It was;

Resolved:

To delegate the approval of the formal response to the consultation to the Head of Pensions after consultation with the Chairman and Vice Chairman taking into considerations the points raised at the meeting.

41 **Members Training Plan Update**

The Head of Pensions referred to the members training plan which needed setting for 2014-2016, highlighting that a self assessment questionnaire to identify knowledge gaps would be issued to the Committee this month and form the basis for developing the new training plan. The recommended training plan would be brought to the Committee for approval.

42 **Pension Fund Risk Register**

The Head of Pensions drew attention to the risk register noting there had been no major changes. PEN006 A/B had reduced from amber to green following the implementation of new employer contribution rates from the 2013 Triennial Valuation. Three amber risks remained which related in part to the implementation of the new LGPS 2014 scheme.

43 **Date of Next Meeting**

The date of the next formal meeting would be the 17 July 2014 and the members training on the 1 July 2014.

44 **Urgent Items**

There were no urgent items.

45 **Exclusion of the Public**

Resolved

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minute Numbers 46 to 48 because it is likely that if members of the public were present there would be disclosure to them of exempt information defined in paragraph 3 of Part 1 of the Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

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

46 **Investment Quarterly Progress Report Update**

The Strategic Pension Manager reported on the key issues of the Fund's investment performance as at 31 March 2014.

Resolved

That the Committee noted the report.

47 **Baillie Gifford - Formal Review of the Global Growth Fund mandates**

Tim Garratt and Rosemary Shannon gave a verbal update on the annual report for the Pension Fund, and took questions from the Committee on the progress and future plans for that mandate. Following which it was,

Resolved

To thank the representatives from Baillie Gifford for their attendance and noted the update.

48 **Legal & General - Formal Review of the Passive UK equities and Passive Gilts Funds**

Mark Vickery gave a verbal update on the annual report for the Pension Fund, and took questions from the Committee on the progress and future plans for that mandate. Following which it was,

Resolved

To thank the representative from Legal & General for his attendance and noted the update.

(Duration of meeting: 10.30 am - 1.40 pm)

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WILTSHIRE POLICE AND CRIME PANEL

DRAFT MINUTES OF THE WILTSHIRE POLICE AND CRIME PANEL MEETING HELD ON 11 JUNE 2014 AT WESSEX ROOM, CORN EXCHANGE, MARKET PLACE, DEVIZES SN10 1HS.

Present:

Cllr Abdul Amin, Cllr Glenis Ansell, Cllr Richard Britton (Chairman), Cllr Trevor Carbin, Cllr Chris Caswill, Cllr Oliver Donachie (Vice Chairman), Chris Henwood, Cllr Charles Howard, Cllr Peter Hutton, Cllr Julian Johnson and Cllr Steve Wakefield

Also Present:

Carlton Brand (Corporate Director), Ian Gibbons (WC), Paul Kelly (WC), Kirsty Butcher (WC) Kieran Kilgallen (OPCC), Chris McMullin (OPCC) and Sarah Kyte (OPCC)

27 Election of Chairman

The Democratic Services Officer sought nominations for the position of Chairman of the Wiltshire Police and Crime Panel for the 2014/15 municipal year.

Resolved:

Councillor Richard Britton was elected Chairman of the Wiltshire Police and Crime Panel for the 2014/15 municipal year.

Councillor Britton in the Chair.

28 Election of Vice-Chairman

The Chairman sought nominations for the position of Vice-Chairman of the Wiltshire Police and Crime Panel for the 2014/15 municipal year.

Resolved:

Councillor Oliver Donachie was elected Vice-Chairman of the Wiltshire Police and Crime Panel for the 2014/15 municipal year.

29 Apologies for Absence and Changes to Membership

Apologies were received from Angus Macpherson, Police and Crime Commissioner, Amanda Newbery, Professor Johns (OPCC) and Cllr Andrew Bennett.

The Chairman welcomed new members from both Wiltshire Council and Swindon Borough Council following their appointments at their annual council meetings.

The Chairman detailed the recruitment procedure for the role of Independent Co-Opted Member and asked the Panel to endorse the appointment of Chris Henwood.

Resolved:

The Panel endorsed the appointment of Chris Henwood as an Independent Co-Opted member.

30 Minutes and matters arising

Resolved:

The minutes of the meeting held on 6 March 2014 were agreed as a correct record and signed by the Chairman.

31 Declarations of interest

There were no declarations of interest made.

32 Chairman's Announcements

The Panel were encouraged to hear that the Commissioner was out of intensive care and asked for their best wishes to be passed on.

The Chairman noted that the Dorset Police and Crime Panel held a pre-meeting to discuss their performance report. Panel members were asked to consider whether they felt this would be worthwhile.

33 Public Participation

There was no public participation.

34 PCC Diary report

The PCC Diary report which set out a summary of commitments the Commissioner had undertaken since the last Police and Crime Panel meeting on 6 March 2014 was presented to the Panel.

The Panel raised concern over the continuation of services to Wiltshire given the regional collaboration around more serious and complex crime and asked for a report detailing the extent of the collaboration to be brought to the Panel.

The OPCC's Chief Executive noted that the Air Ambulance funding was being diverted into the National Police Air Service from January 2015. The Wiltshire Air Ambulance Trust was happy they could fund their service and were entering into a licence agreement with the police to occupy the site at Devizes from 31 December 2014. The Commissioner had asked for a report detailing what the National Police Air Service was providing and how that compared with existing arrangements, including the impact on flying times. This report would be shared with the Panel.

A 'stop and search' results paper would be brought to a future meeting of the Panel.

The murals produced by students and displayed under the bridge at Biss Meadows in Trowbridge had engaged youngsters in looking after the community, working constructively and engaging with PCSO's.

The Commissioner had signed off on the purchase of Neighbourhood Alert, which was part funded by the Home Office and the Ministry of Justice. It was a community alert system focused on Neighbourhood Watch with the potential to include other watch schemes. The Panel noted ambiguity around the preferred solution and the OPCC's Chief Executive agreed that the OPCC would circulate a general update with a clear message which identified the pilot areas. One member of staff was already in place and another would be in post by October 2014.

A report providing a summary on the PCC's Innovation Fund would be brought both to the Panel and also to Area Board and Locality meetings.

The Panel welcomed the Commissioner's focus on mental health, and his support for the Neighbourhood Justice Panels.

The Panel asked for clear understanding on the significance of the break-up of the probation service with reference to the Commissioner's Police and Crime Plan. A briefing note on transporting rehabilitation would be circulated to members. Community rehabilitation companies would be up and running by 1 April 2015.

All OPCC freedom of information requests were published on the OPCC website with responses. The Winsor report, Her Majesty's Chief Inspector of Constabulary end of year report on policing was to be circulated to Panel members.

The OPCC's Chief Executive noted that there were still issues to be resolved with Her Majesty's Chief Inspectors new Police Efficiency, Effectiveness and Legitimacy (PEEL) process and his methodology would be published.

Resolved:

The Panel noted the PCC's diary report.

35 OPCC Annual report (including Quarter 4 data)

The OPCC annual report was presented to the Panel by their Chief Executive. He noted that the end of year grading was fair, against a backdrop of a 25% reduction in the cost of service.

He drew attention to the culture change within the force, the integration with Wiltshire Council and noted they were at the beginning of a process of integration with Swindon Borough Council. The force was debt free, with a balance to fund much needed IT improvements. The force was sixth nationally for lowest crime per head of population.

He explained the increase in serious sexual offences was linked both to increased reporting and the work of the Crime Validation Team in ensuring crimes were recorded accurately. The total number of incidences had probably not increased.

It was confirmed that no crimes had been recorded twice. Volunteering numbers were a red measure and the Panel was reminded that the plan was over a four year period. An issue had been highlighted with how special constables could record their hours on the system which was being addressed, but the system did not properly reflect the numbers of hours worked.

The public opinion survey commissioned by the OPCC was subject to review and tender, and had moved from face-to face interviews to a telephone survey, with a much larger sample. The victim satisfaction survey was completed separately by an external regional provider.

He noted that the Commissioner would be bringing before the Panel a series of addenda to his Police and Crime Plan.

The Panel noted that the resolution rate was an area for improvement, and it was noted that a large proportion of out-of-court disposals should have been reflected in the figures but were not. A separate panel, drawn from various aspects of the community, had been established to provide a scrutiny role on local resolutions. A superintendent was in post and training on national guidelines was being rolled out across the force.

The Panel queried whether the police were clear on which resolution path is preferred and gave their support for out of court resolution.

The OPCC's Chief Executive confirmed the commitment to licensed premises checks.

The Panel highlighted the prosecutions that fail due to quality of police input, and it was confirmed that although a highly operational area the Commissioner was heavily engaged.

Resolved:

The Panel noted the report.

36 Quick View Performance (QVP)

A presentation on managing performance was given by Mr McMullin.

He explained that performance monitoring process mainly consisted of reviewing two products – Quick View Performance (QVP) and iQuanta.

QVP was an internal document which allowed different levels within the force to extract their requirements for performance monitoring. It was also used by the Commissioner to scrutinise the performance of the force.

iQuanta was a web based service that allowed accredited users to access provisional data for information on crime types, outcomes and satisfaction, before finalised National Statistics were published.

Examples were given on serious sexual offences and out of court disposals and it was noted that the level of detail routinely considered made it difficult to separate strategic information from operational information. Reference was made to the long term cultural changes within the force regarding performance management. The Commissioner had a separate risk register to the force.

The need to measure the right things in the right way was highlighted and the focus nationally was to get the integrity of reporting right.

The Panel thanked Mr McMullin for his presentation.

Resolved:

The Panel noted the presentation.

37 Police Complaints procedure

The police complaints procedure was presented to the Panel by the OPCC's Chief Executive, who explained a complaint was recorded if it regarded the conduct of an officer.

A complaint was registered on the Professional Standards Department database within two days and recorded within ten days. Panel members unease over the timescales involved was noted.

Reference was made to Northumbria who had merged the function under their OPCC, and the OPCC had arranged to visit there. The Panel requested feedback from the visit and information on their procedure which, by seemingly ignoring the Home Office / IPCC guidance achieved a faster resolution of complaints.

Resolved:

The Panel noted the procedure presented.

38 Complaints against the Commissioner

The Complaint and Conduct matters report for the period 1 November 2013 to 30 April 2014 was presented to the Panel.

Resolved:

The Panel noted the report.

39 Final Report of the Volunteers and Special Constables Task Group

The final report of the Volunteers and Special Constables Task Group was presented to the Panel.

The OPCC's Chief Executive confirmed that the Commissioner would respond at the Panel's meeting scheduled for 4 September 2014.

The role of the volunteer co-ordinator was key and it was confirmed that this would be filled imminently.

Resolved:

The Panel noted the report.

40 Task Group update

The task group update was presented to the panel.

Due to changes in the Panel's membership following the appointment to committee's at each constituent council's annual meeting, it was agreed that paragraph 3 of the report be amended to read:

3. Several members expressed an interest in taking part. It has subsequently been agreed that Amanda Newbery, Independent Member of the Panel,

will not take part as a member due to the potential for her status as a licensee being perceived as a conflict of interest. She will therefore play a role as a witness. The task group membership is proposed as follows:

Cllr Richard Britton (elected as chairman by the task group)
Cllr Chris Caswill
Cllr Linda Packard
Chris Henwood

Resolved:

The Panel

1. **Noted the update provided;**
2. **Approved the membership of the Licensing Task Group as follows:**

**Richard Britton
Chris Caswill
Linda Packard
Chris Henwood**

3. **Approved the terms of reference of the Licensing Task Group as set out in the report.**

41 **Forward Work Plan**

The forward work plan was presented to the Panel.

Panel members were asked to consider if the Performance reporting and Risk Register working group should be reconvened to completed a task / finish exercise on the performance report in light of changes to ambitions, and to consider setting up a scrutiny review to look at procurement and how the Commissioner was making sure the regional procurement project was working for Wiltshire. Responses were to be sent to the Chairman.

Resolved:

The Panel noted the forward work plan.

42 **Future meeting dates**

The next meeting of the Police and Crime Panel will be on 4 September 2014 at the Alamein Suite - City Hall, Malthouse Lane, Salisbury, SP2 7TU.

Future meeting dates were:

19 November 2014

(Duration of meeting: 2.00 - 4.30 pm)

The Officer who has produced these minutes is Kirsty Butcher, of Democratic Services, direct line 01225 713948, e-mail kirsty.butcher@wiltshire.gov.uk

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WILTSHIRE & SWINDON FIRE AUTHORITY

**MINUTES of a MEETING of the WILTSHIRE & SWINDON FIRE AUTHORITY
held at the WILTSHIRE FRS TRAINING & DEVELOPMENT CENTRE, DEVIZES
on THURSDAY 12 JUNE 2014**

Present : Cllrs A Bennett (until 1410), E Clark, C Devine, Mrs M Groom, R Jones MBE, J Knight, H Marshall, N Martin, C Newbury, G Payne, G Perkins, J Tray and Mrs B Wayman.

1 Adjournment of Meeting

The meeting was opened and adjourned until 1245.

2 Election of Chairman for the Ensuing Year

The meeting reconvened at 1245 and Cllr Chris Devine was elected Chairman for the ensuing year. Cllr Devine thanked Cllr Payne for his work as Chairman.

3 Election of Vice-Chairman

Cllr Garry Perkins was elected Vice-Chairman for the ensuing year.

4 Membership

The Clerk reported that the following Councillors had been appointed as members of the Authority from Swindon Borough Council and Wiltshire Council:

Swindon: Cllrs Andrew Bennett, Nick Martin, Garry Perkins and Joe Tray

Wiltshire: Cllrs Ernie Clark, Chris Devine, Mollie Groom, Bob Jones MBE, John Knight, Howard Marshall, Christopher Newbury, Graham Payne and Bridget Wayman.

5 Minutes of the Last Meeting

The Minutes of the Meeting of 13 February 2014 were approved and signed.

6 Apologies

There were no apologies for absence.

7 Members' Interests

The Chairman reminded members of the need to declare any interests which the Authority's Code of Conduct required to be disclosed, or dispensations granted by the Clerk to the Authority or by the Ethics Committee. None were received.

8 Chairman's Announcements

- a) Rohan McMillan, the Independent Person, had tendered his resignation after more than 5 years working with the Authority. The Authority gave a unanimous vote of thanks for his dedication and hard work. Howard Marshall, who had worked with Mr McMillan on the old Standards Committee, added a personal note of appreciation.
- b) It was announced that Members were to be invited to a graduation ceremony for Retained Firefighters at TDC on Saturday 5 July 2014.
- c) Dorset FRS had extended an invitation to all members of the CFA to visit their Streetwise programme in Dorset on 11 July.

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d) Members were asked to submit dates for visits to their local station to the Clerk.

9 Questions from the Public

There were no questions from the public.

10 Membership of Committees and Representation on Other Bodies.

The Authority noted that the Liberal Democrat Group on the Authority had notified the Clerk that their Group Leader was Cllr Bob Jones MBE. On considering a paper by the Clerk,

Resolved:

To approve the nomination of members to the positions, and the appointment of members to the committees and other bodies, as set out in the table appended to these minutes, for the ensuing year, i.e. until the annual meeting of the Authority in 2015.

11 Programme & Scrutiny Board.

The Authority received a report of the meeting of the PSB held on 9 May 2014.

12 Corporate Plan.

The CFO presented a paper on the Corporate Plan and the Authority noted that the Retained Firefighters salary scheme trial had been extended.

13 Finance Review & Audit Committee.

The Minutes of the Finance Review and Audit Committee Meeting held on 18 March 2014 were noted.

14 Extension To Existing Contracts

The Authority considered a paper by the Clerk on the extension to a contract with 3tc

Resolved:

To approve an extension to the existing contract up until 31 March 2015, subject to renegotiation from 1 October 2014 and a report being submitted to the FRAC.

15 Protection, Prevention and Intervention.

A short visual presentation was made to Members.

16 Flooding Costs and Recoveries.

The Members noted the contents of a paper by the Brigade Manager – Governance & Assurance on the costs incurred during the significant flooding events of winter 2013/14, and their recovery.

17 Staffing Committee

The minutes of the Staffing Committee meeting of 8 May 2014 were received.

18 Industrial Action

The Brigade Manager, People & Development gave a brief report outlining future industrial action planned by the FBU and UNISON.

19 Independent Persons

The Members considered a paper by the Clerk on the Independent Persons,

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Resolved:

- a) *To confirm the term of office for Independent Persons as 4 years from date of appointment.*
- b) *To approve the recruitment of a new Independent Person.*
- c) *To appoint Cllrs Newbury and Jones MBE to the selection panel.*

20 Equality & Diversity Steering Group

Cllr Bob Jones MBE reported that the Equality and Diversity Steering Group ran well and that it included a cross-section of staff. The Brigade Manager –People & Development gave an update on the steering group and the benefits of regional working.

21 Update on the Business Case for Combination.

The CFO reported that, in accordance with the recommendation at the meeting of the Authority in December 2013, a joint bid had been submitted on 4 June 2014 through the Chairman of the Authority to DCLG's Transformation funding programme. As the main investments would be around the Salisbury area, the Wiltshire & Swindon Fire Authority would be the lead Authority. It was reported that joint bid of £5.6m was predicated on the potential combination and that the success of the bid would be known in late September 2014.

Prior to the CFA meeting, there had been a presentation for Members who had been given the following documents (some of which were protectively marked):

1. Draft vision statement
2. Strategic optional appraisal
3. Statutory and legal compliance register
4. Strategic appraisal
5. Transformation bid to DCLG
6. Functional reviews summary sheets (Protectively marked)

The public consultation process was discussed and the Authority requested further time to review the documents prior to the commencement of the consultation process. Some Members expressed concerns that only detailed work had been done on a potential combination but it was stated that Officers had worked through the Combination Oversight Board to produce the documents in line with the outcome of CFA meeting held on 12 December. Members requested that Officers undertook further work to ensure that any public consultation process proposed a neutral set of options on future changes. It was highlighted that whilst it would be feasible to make a number of key change it would not be possible to develop a detailed options appraisal before the next Authority meeting on the 10 July.

Resolved:

- a) *To postpone the consultation for 4 weeks later to allow Members to review the documentation.*
- b) *To reconvene on 10 July to consider the public consultation documents and proposed process*

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22 Networked Fire Control Services Partnership and Joint Command & Control Centre.

A paper on the NFCSP and JCCC projects was received by the Authority.

23 Urgent Business

There was no urgent business.

(Meeting Closed 14:40)

Appendix:

A: Wiltshire & Swindon Fire Authority Membership of Committees and Representatives on Outside Bodies.