

# AGENDA

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**Meeting:** Environment Select Committee  
**Place:** Kennet Room - County Hall, Bythesea Road, Trowbridge, BA14 8JN  
**Date:** Tuesday 3 September 2019  
**Time:** 10.30 am

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Please direct any enquiries on this Agenda to Stuart Figini, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718221 or email [stuart.figini@wiltshire.gov.uk](mailto:stuart.figini@wiltshire.gov.uk)

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## Membership:

Cllr John Smale (Chairman)	Cllr Jacqui Lay
Cllr Bob Jones MBE (Vice-Chairman)	Cllr Ian McLennan
Cllr Derek Brown OBE	Cllr Brian Mathew
Cllr Peter Evans	Cllr Nick Murry
Cllr Peter Fuller	Cllr Steve Oldrieve
Cllr Mike Hewitt	Cllr Tom Rounds
Cllr Tony Jackson	

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## Substitutes:

Cllr Clare Cape	Cllr Russell Hawker
Cllr Ernie Clark	Cllr Ross Henning
Cllr Brian Dalton	Cllr George Jeans
Cllr Sue Evans	Cllr Stewart Palmen
Cllr Jose Green	Cllr Ricky Rogers
Cllr Mollie Groom	

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Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

# AGENDA

## PART I

### Items to be considered while the meeting is open to the public

1 **Apologies**

To receive any apologies or substitutions for the meeting.

2 **Minutes of the Previous Meeting** (*Pages 7 - 12*)

To approve and sign the minutes of the Environment Select Committee meeting held on 18 June 2019.

3 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4 **Chairman's Announcements**

To receive any announcements through the Chairman.

5 **Public Participation**

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named on the front of the agenda for any further clarification.

Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution.

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm on **Tuesday 27 August** in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm on **Thursday 29 August**. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

6 **Updates from task groups and representatives on programme boards**  
(Pages 13 - 18)

To receive any updates on recent activity for active task groups and from members of the Environment Select Committee who have been appointed as overview and scrutiny representatives on programme boards.

7 **Homelessness Strategy Task Group** (Pages 19 - 28)

The Homelessness Strategy Task Group was established by the Environment Select Committee on [6 November 2018](#). The initial aim of the Task Group was to help the Executive shape policy and provide input into a new Homeless Strategy, which will be considered by Cabinet on [17 September 2019](#) and Full Council on [15 October 2019](#).

The Task Group first met in December 2018 and concluded its activity in August 2019. The Committee will now receive the final report of the Task Group, along with a set of recommendations.

8 **Housing Aids and Adaptations** (Pages 29 - 34)

During a briefing meeting held between the Environment Select Committee Chairman and Vice-Chairman, the Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism and the Director for Housing and Commercial Development on 14 May 2019, there was discussion around the Council's policies for aiding and adapting Council-owned housing stock.

The briefing meeting also discussed how disabled households access social housing in Wiltshire and that this could be an area where Overview and Scrutiny involvement could help to add value. Thus, the Committee will consider a report on the Council's policies around adapting housing stock for disabled tenants.

9 **Waste Management Strategy**

From the outset of the initiation of the Waste Management Strategy in October 2016, the Environment Select Committee has been involved in the process. Most recently, in [June 2018](#), the Committee considered a draft of the Strategy and asked for a progress report to be provided at a later date.

The Committee will now receive a progress report on the Waste Management Strategy. This report will be added to the agenda as a supplementary item.

10 **Rapid Scrutiny: Plastic Waste In Wiltshire's Roads - Executive response**

*(Pages 35 - 38)*

In June 2018, the Environment Select Committee received a Briefing Note and resolved to establish a rapid scrutiny, to consider how feasible it would be for the council to use plastic waste as part of its road maintenance programme.

The rapid scrutiny commenced in July 2018 and its final report was received by this Committee on [18 June 2019](#). The Committee endorsed the report and its recommendations, bar one – recommendation two.

The Committee will now receive the Executive response to the rapid scrutiny's final report.

11 **Forward Work Programme** *(Pages 39 - 42)*

To note and receive updates on the progress of items on the forward work programme.

Under the revised Overview and Scrutiny (OS) arrangements there is now a single OS work programme controlled by the OS Management Committee, linked to priorities in the Business Plan.

Therefore it should be noted that, whilst any matters added by Members are welcome, they will be referred to the OS Management Committee for approval before formal inclusion in the work programme for the Environment Select Committee.

A copy of the Overview and Scrutiny Forward Work Programme for the Environment Select Committee is attached for reference.

12 **Urgent Items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

13 **Date of Next Meeting**

To confirm the date of the next scheduled meeting as 5 November 2019.

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## **ENVIRONMENT SELECT COMMITTEE**

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**MINUTES OF THE ENVIRONMENT SELECT COMMITTEE MEETING HELD ON 18 JUNE 2019 AT KENNET ROOM - COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.**

**Present:**

Cllr Bob Jones MBE (Vice-Chairman), Cllr Derek Brown OBE, Cllr Peter Evans, Cllr Peter Fuller, Cllr Mike Hewitt, Cllr Tony Jackson, Cllr Jacqui Lay, Cllr Nick Murry, Cllr Tom Rounds, Cllr Brian Mathew, Cllr Stewart Palmen (Substitute) and Cllr John Smale (Chairman)

**Also Present:**

Cllr Richard Clewer, Cllr Richard Gamble, Cllr Atiquel Hoque, Cllr Bridget Wayman and Cllr Graham Wright

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45 **Election of Chairman 2019/20**

Nominations were sought for the position of Chairman for the municipal year 2019/20. Cllr Derek Brown OBE, seconded by Cllr Peter Evans, moved that Cllr John Smale be elected as Chairman.

On there being no other nominations, it was

**Resolved:**

**To elect Cllr John Smale as chairman of the Environment Select Committee for the municipal year 2019/20.**

46 **Election of Vice-Chairman 2019/20**

The Chairman thanked the Committee for their support in his election and he called for nominations for the position of Vice Chairman.

Cllr Bob Jones MBE was proposed by Cllr Mike Hewitt, which was seconded by Cllr Brian Mathew. There were no other nominations.

**Resolved:**

**Cllr Bob Jones MBE elected as Vice- Chairman of the Environment Select Committee for the municipal year 2019/20.**

47 **Apologies**

The Committee noted that Cllr Clare Cape had been replaced as a member of the Committee by Cllr Brian Mathew.

Apologies for absence were received from Cllr Steve Oldrieve and Ian McLennan.

Cllr Oldrieve was substituted by Cllr Stewart Palmen.

48 **Minutes of the Previous Meeting**

The minutes of the meeting held on 23 April 2019 were approved as an accurate record.

49 **Declarations of Interest**

There were no declarations of interest.

50 **Chairman's Announcements**

The Chairman made the following announcements:

- **Meeting Room Arrangements**  
The Committee noted the arrangements for a meeting to be held in the Kennet Room following the Environment Select Committee.
- **Western Gateway' Sub-National Transport Body**  
The Committee received an update on the decision by Cabinet at their meeting held on 27 March 2018, to support ongoing discussions with neighbouring authorities in the South West, in relation to the Western Gateway' Sub-National Transport Body.
- **Motorbike and Cyclists Killed and Seriously Injured**  
The Committee received an update on the Committee's request at its previous meeting for data collected by Wiltshire police on motorbike and cyclists killed and seriously injured incidences in the county.
- **Public Transport Review**  
The Committee noted that consideration of the Public Transport Review update would be deferred until the outcome of the Judicial Review was known.
- **Late-Night Taxi Fares Task Group**  
The Committee were reminded that the Licensing Committee had established a Working Group to further consider the report of the Late-Night Taxi Fares Task Group, and as the appropriate body, were now taking ownership of the task. It was noted that the Executive response to the matter would be deferred until the Environment Select Committee meeting to be held on 5 November 2019, when it was anticipated that the



Licensing Committee would have concluded their work and drafted their report.

51 **Public Participation**

The Chairman explained the rules of public participation and invited Bill Jarvis representing Extinction Rebellion Wiltshire to ask his questions:

Mr Jarvis confirmed that he had submitted a number of questions about the progress being made by the Global Warming and Climate Emergency Task Group established by the Environment Select Committee on 23 April 2019. Responses to the questions had been provided to Mr Jarvis and published on the Council's website.

Mr Jarvis then asked a couple of supplementary questions about a carbon/renewables audit and how the Council proposed to engage with citizens of Wiltshire in relation to the Climate Change Task Group. The Chairman responded to the supplementary questions at the meeting.

52 **Rapid Scrutiny: Plastic Waste in Wiltshire's Roads - Final Report**

The Committee considered the report of the Chairman of the Rapid Scrutiny Exercise, Cllr Brian Mathew, which presented the findings and recommendations of the Rapid Scrutiny Exercise about using plastic waste as part of the Council's Road Maintenance Programme.

Cllr Mathew introduced the report which detailed the evidence received over two meetings; the witnesses who provided information and responses to questions from the members; a summary of their deliberations; issues for the attention of the Environment Select Committee and recommendations from the Exercise.

In response to the recommendations detailed in the report, Cllr Wayman, Cabinet member for Highways, Transport and Waste, indicated that she generally welcomed the recommendations from the Rapid Scrutiny Exercise, although it was probably more appropriate to continue to monitor existing trials rather than establish a new trial incurring additional expenses, as suggested by the Rapid Scrutiny Exercise at Recommendation 2.

**Resolved:**

- 1. That the Environment Select Committee endorses the report and recommendations, apart from recommendation 2, of the Rapid Scrutiny Exercise and refers it to the Cabinet Member for Highways, Transport and Waste for response at the next meeting on 3 September 2019.**

2. That recommendations 6, 7 and 8 as detailed in the report of the Rapid Scrutiny Exercise, be referred to the Global Warming and Climate Emergency Task Group for action.

53 **Dog Excrement**

The Committee considered a briefing note of the Director for Highways and Environment on Dog Excrement and the impact that it has on Wiltshire's countryside and livestock.

Cllr Bridget Wayman, Cabinet member for Highways, Transport and Waste commented on the briefing note and explained that dog fouling was regarded as a national problem and one that required further public awareness about the need for dog waste to be removed by the dog's owner.

Cllr Lay explained that dog excrement can spread infections and diseases, such as Toxocariasis, and contains parasites that can harm farm animals, especially cows and sheep.

Cllr Wayman suggested that information about the need for dog owners to clear up their dog waste could be included in her public awareness campaign on fly tipping and removal of litter.

**Resolved:**

1. That the Environment Select Committee supports the Cabinet Member for Highways, Transport and Waste's plan to run a public relations campaign on the importance of clearing up dog mess in Wiltshire.
2. That the Cabinet Member for Highways, Transport and Waste to consider circulating this Briefing Note, or a similar Briefing Note to all Members, as well as to the Town and Parish Councils in Wiltshire.

54 **Updates from task groups and representatives on programme boards**

The Committee received updates from Cllr Wright, Chairman of the Homelessness Strategy Task Group and the Global Warming and Climate Emergency Task Group, on recent activity for the Task Groups:

i) Homelessness Strategy Task Group

The Committee noted that the Task Group had met on a number of occasions and had discussed (i) their findings following independent interviews with private sector agents and landlords 's; (ii) how the Council provided a service to both those facing homelessness, or those who have been made homeless; and (iii) interviewing the Council's Rough Sleeper Outreach Team.

ii) Climate Change Task Group

The Committee noted that the Task Group had received an introductory presentation about the topic of climate change and had started to scope their future investigations. Cllr Wright confirmed the key officers and Councillors that the Task Group is hoping to speak with; to help with its information gathering and advice. He also indicated that the Task Group would be considering changing its name to include the word 'Emergency'\* in the title and he would discuss how the Task Groups reports could become more available to the public, with the Vice Chair of the Overview and Scrutiny Management Committee

*\*The minutes of this meeting have been updated to reflect the change to the Task Group's name, which was agreed after 18 June Environment Select Committee.*

55 **Forward Work Programme**

The Chairman drew the Committee's attention to the Forward Work Programme and asked for confirmation about how to progress a number of items.

The Chairman also provided an update on the Plan item 'Provision for Gypsies and Travellers'. He indicated that the sale of the Gypsy and Travellers Sites are due to be completed at the end of June 2019, and in consultation with the Vice-Chairman, the item had been removed from the Forward Work plan.

**Resolved:**

**1. That the following items be moved to the Committee's meeting to be held on 5 November 2019:**

- **Highways Annual Review of Service**
- **HIAMS: Streetworks**
- **Salisbury Recovery**

**2. That the Forward Work Programme be updated to reflect the changes detailed above.**

56 **Urgent Items**

There were no urgent items.

57 **Date of Next Meeting**

The next meeting is scheduled for 3 September 2019 at 10.30am.

(Duration of meeting: 10.30 - 11.35 am)

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

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

**Wiltshire Council**

**Environment Select Committee**

**3 September 2019**

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## **Task Group and Programme Boards Representatives Updates**

### **Purpose**

To provide an update on recent task group and programme board activity and propose any decisions requiring Committee approval.

### **1. Homelessness Strategy Task Group**

#### Membership:

Cllr David Halik

Cllr Deborah Halik

Cllr Gordon King

Cllr Pip Ridout

Cllr Tom Rounds

Cllr Graham Wright (Chairman)

*Supporting Officer: Natalie Heritage*

#### Terms of Reference:

1. To support the development of a Homelessness Strategy which aims to prevent and reduce homelessness in Wiltshire by considering:

- a) Partnership working arrangements - which can help to facilitate a holistic response to the causes of homelessness and the accessibility of advice and information around homelessness and housing options
- b) Projections of homelessness in the county
- c) The availability of suitable and appropriate accommodation
- d) Provision for the needs of vulnerable groups deemed as most at risk of homelessness
- e) The reasons why individuals become either at risk of or homeless

2. To meet every 8 weeks or on an ad-hoc basis as appropriate, until the conclusion of the Cabinet's work in in drafting a Homelessness Strategy September 2019.

#### Recent activity:

The Task Group met on 23 July and 5 August. July's meeting saw the Task Group discussing the Homeless Heath Needs Assessment with Public Health and Housing. This meeting provided the Task Group with the opportunity to triangulate the evidence that they had already researched during the course of their work.

August's meeting was used to discuss the draft final report with the Executive and Officers and to consider the responses to the Homelessness Strategy Consultation. The Task Group's final report is included with the papers for this meeting of the Environment Select Committee.

## **2. Global Warming and Climate Emergency Task Group**

### Membership:

Cllr Clare Cape  
Cllr Tony Deane  
Cllr Sarah Gibson  
Cllr Jacqui Lay  
Cllr Brian Mathew  
Cllr Nick Murry  
Cllr Fred Westmoreland  
Cllr Graham Wright (Chairman)

### Terms of Reference (**proposed**):

1. Develop recommendations and a plan seek to achieve the target of making the county of Wiltshire, excluding the area administered by Swindon Borough Council, net carbon neutral by 2030;
2. The task group's work will include, but not be limited to, performing investigations into the following areas:
  - a) Renewable Energy generation, energy use and efficiency
  - b) Planning
  - c) Transport & Air Quality
  - d) Waste
  - e) Land Use
  - f) Business & Industry
3. Undertake a carbon/renewables audit;
4. Agree parameters with the relevant Cabinet Member and Portfolio Holder that represent the council impact on the climate that can be accurately reported to council on a regular basis.

### Recent activity:

Since the last Environment Select Committee meeting on 18 June 2019 the Global Warming and Climate Emergency Task Group has formally met twice on 20 June and 15 July. The members have also attended four external meetings.

The task group will be engaging with the following Cabinet and Portfolio Holder throughout their work: Cllr Richard Clewer, Cabinet Member for Corporate Services,

Heritage, Arts & Tourism, Housing and MCI; and Cllr Ashley O'Neill, Portfolio Holder for Climate Change.

On 20 June the task group received information from Tracy Carter, Wiltshire Council's Lead Officer for Carbon Reduction. It received an update on the council's ECO Board, which is now focusing on carbon reduction and mitigation. It also noted that there is a window of opportunity to recommend schemes for consideration in the 2020/21 council budget. The task group discussed its potential methodology, investigating the work of other local authorities and the creation of a press release to inform the public about what the council doing to address climate change.

The task group agreed its following six areas of enquiry agreed and its allocated lead members from the task group:

- Renewable energy generation, energy use and efficiency – Cllr Murry & Cllr Gibson
- Planning – Cllr Murry & Cllr Gibson
- Transport and air quality – Cllr Mathew & Cllr Lay
- Waste – Cllr Mathew & Cllr Lay
- Land Use – Cllr Deane
- Business and industry - TBC

At its following meeting on 15 July the task group discussed their six key areas of enquiry. A list of internal council officer leads aligned to each of the task group's areas of enquiry was provided for the task group and the relevant members of the task group will meet with these officers as part of their work. The task group developed and agreed its methodology, which includes baselining activities, scoping exercises and agreeing recommendations.

The task group has sent representatives to the following external meetings:

Meeting	Date
Wessex Community Energy Network Meeting	12 <sup>th</sup> July
Swindon and Wiltshire LEP European Regional Development Fund – Information Session	12 <sup>th</sup> July
NFU Mutual Climate Change and Agriculture in Wiltshire	12 <sup>th</sup> July
Climate Innovation Forum 2019	3 <sup>rd</sup> July

On 11 July some members of the task group met with members of the Extinction Rebellion Group. At this meeting they discussed the work of the task group, public engagement and the future work of the task group.

With support from the council's Communications team the task group's activity will now be covered in periodic council press releases. These will detail the activity of the

council to address climate change and becoming net carbon neutral by 2030, along with the progress made by the task group. The first of these is available through the following link: [www.wiltshire.gov.uk/news/articles/council-pledge-to-be-carbon-neutral](http://www.wiltshire.gov.uk/news/articles/council-pledge-to-be-carbon-neutral)

The task group has now set up four meetings to meet with internal officers designated as climate change leads allocated to the following four areas of the task group's areas of enquiry:

- Renewable energy generation, energy use and efficiency
- Planning
- Transport and air quality
- Waste

The Chairman of the task group, Cllr Graham Wright, will be attending a meeting of the Chairman of Wiltshire Council's Area Boards to discuss the potential for Area Boards to include the topic of climate change on their agendas. This follows from the item received by Bradford-on-Avon Area Board on Climate Change.

Currently there are two formal meetings of the Task Group scheduled for 12 September and 7 October. The task group will update this committee on the outcomes from these meetings and the other work during this period at the next Environment Select Committee on 5 November. Progress with the council's overall work to address climate change will be reported to Cabinet and Full Council in the Autumn.

### **3. Late-Night Taxi Fares Task Group**

#### Membership:

Cllr Derek Brown OBE  
Cllr Brian Dalton  
Cllr Matthew Dean  
Cllr Peter Evans  
Cllr Ian McLennan  
Cllr Graham Payne (Chairman)

#### Terms of Reference:

In the context of the Salisbury recovery effort and reports of high late-night fares being charged in the Salisbury area,

1. To investigate whether the current schedule of late-night tariffs for Hackney carriages, as adopted by the Licensing Committee in 2014,
  - a) Is supportive of Wiltshire's night time economy (NTE)
  - b) Is comparable to, and competitive with, night time centres in adjoining counties
  - c) Provides a fair system across all parts of the county.
2. To make any evidenced recommendations for improvement as appropriate.

#### Recent activity:

An update on the Licensing Committee Working Group, who now have taken ownership of this task, can be found [here](#) and [here](#).



**Proposal:**

- 1. To note the update on task group activity provided.**
  - 2. To endorse the proposed terms of reference of the Global Warming and Climate Emergency Task Group.**
  - 3. To note that as Cllr Allison Bucknell has taken up a position within the council's Executive, she is no longer a member of the Global Warming and Climate Emergency Task Group.**
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**Wiltshire Council**

**Environment Select Committee**

**3 September 2019**

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## **Final Report of the Homelessness Strategy Task Group**

### **Purpose of the report**

1. To present the findings and recommendations of the Task Group for endorsement by the committee and referral to the Cabinet Member for Corporate Services, Heritage, Arts, Tourism, Housing and Environment for a response.

### **Background**

2. On 4 October 2018, the Cabinet Member for Corporate Services, Heritage, Arts, Tourism, Housing and Environment, Cllr Richard Clewer, met with the former Chairman of the Environment Select Committee, Cllr Matthew Dean, to discuss Overview and Scrutiny (OS) involvement in helping the Cabinet to draft a Homelessness Strategy.
3. The Cllrs agreed that OS input could help to add value to the development and shaping of the Council's homelessness policies, through the work around the Council's Homelessness Strategy. Following this discussion, the Environment Select Committee endorsed the establishment of a Homelessness Strategy Task Group at their meeting on [6 November 2018](#).
4. During November 2018's meeting, the committee felt that the Task Group's remit should focus on how the Council can take preventative measures to reduce homelessness through:
  - Providing for the needs of Wiltshire's most vulnerable groups, who are most at risk of homelessness
  - The availability of a range of accommodation options
  - Projections of homelessness in the county and how the Council can forward plan to meet such demand.
5. The above bullet points link to the Council's Business Plan 2017-27 priority of 'Protecting the most vulnerable' and within this, the headings of: 'Early Intervention' and 'Empowering and Safeguarding Families and Individuals'.

### **Terms of reference**

6. The following terms of reference for the task group were endorsed by the Environment Select Committee on [8 January 2019](#).

Terms of Reference:

1. To support the development of a Homelessness Strategy, which aims to prevent and reduce homelessness in Wiltshire by considering:
  - a) Partnership working arrangements - which can help to facilitate a holistic response to the causes of homelessness and the accessibility of advice and information around homelessness and housing options
  - b) Projections of homelessness in the county
  - c) The availability of suitable and appropriate accommodation
  - d) Provision for the needs of vulnerable groups deemed as most at risk of homelessness
  - e) The reasons why individuals become either at risk of or homeless.
2. To meet every 8 weeks or on an ad-hoc basis as appropriate, until the conclusion of the Cabinet's work in in drafting a Homelessness Strategy in September 2019.

### **Membership**

7. The task group comprised the following membership:

- Cllr David Halik
- Cllr Deborah Halik
- Cllr Gordon King
- Cllr Pip Ridout
- Cllr Tom Rounds
- Cllr Graham Wright (Chairman)

*Cllrs Matthew Dean and John Walsh were originally members of the Task Group, but later stood down, due to other commitments.*

### **Methodology**

8. The Task Group decided that in order to successfully work through each of their Terms of Reference, it would be fundamental to speak to the partners that the Council's housing service work with, as well as independent private sector landlords.
9. As set out in the table below (and not including private sector landlords), the Task Group spoke to 23 witnesses in total: approximately 65 per cent of these witnesses were internal to Wiltshire Council and 35 per cent came from external organisations.
10. The Task Group is grateful to the following witnesses for providing them with evidence:

Cllr Richard Clewer	Cabinet Member for Corporate Services, Heritage, Arts, Tourism, Housing and Environment
Cllr Ashley O'Neill	Portfolio Holder for Housing and Electoral Review

Martyn Adrey	Homeless Prevention Officer, Wiltshire Council
Sam Brand	Homelessness Advice and Prevention Manager, Wiltshire Council
Ian P Brown	Head of Revenues and Benefits, Wiltshire Council
Verena Buchanan	Housing Director, Selwood Housing
Ashley Byers & Housing Options Team	Wiltshire Council Housing Options North, Team Leader
Heidi Clarke	The Big Life Group, Liverpool
Sally Cook	Employer and Partnership Manager, Department for Work and Pensions
Sue Cox & Housing Options Team	Wiltshire Council Housing Options South, Team Leader
Louise Davis	Project Leader, Salisbury Trust for the Homeless
Revd Barrie Dearlove	Breakthrough Trowbridge
Simon Hendey	Director of Housing and Commercial Development, Wiltshire Council
James Hudson	Private Sector Housing Manager, Wiltshire Council
Ollie LeCluse & Housing Options Team	Wiltshire Council Housing Options West, Team Leader
Jan Morse	Neighbourhood Operations Manager, Greensquare
Hayley Mortimer	Public Health Consultant, Wiltshire Council
Louis Shortall	Wiltshire Council Rough Sleeper Outreach Team, Team Leader
Nicole Smith	Head of Housing, Wiltshire Council
Louise Streater	Revenues and Benefits Operations Manager, Wiltshire Council
Gemma Syrett	Housing Income Manager, Wiltshire Council
Louise Thorpe	Head of Housing, Aster
Naomi Webb	Service Manager, Alabaré
Suzanne Wigmore	Chief Executive, Citizens Advice Bureau

*The Members of the Task Group also conducted independent interviews with private landlords and some homeless people in their division. In the interests of confidentiality, these witnesses will not be listed; notwithstanding, the Task Group is grateful for the input from private landlords and homeless individuals in the following areas:*

- Calne
- Salisbury
- Trowbridge
- Warminster
- Westbury

11. Alongside interviewing those listed above, the Task Group considered a range of sources of information. This related to:
- Desktop Review: Homelessness Application Process in other Local Authorities (Bath & North East Somerset, Devon, Dorset, South Gloucestershire, Swindon and Wiltshire)
  - Desktop Review: Homelessness Outreach in other Local Authorities (Bath & North East Somerset, Devon, Dorset, South Gloucestershire, Swindon and Wiltshire)
  - [Homelessness Reduction Act](#), 2017
  - Housing Income: Number of Evictions and Arrears from 2013 to Jan 2019 for Wiltshire Council's Housing Stock
  - [Government's Code of Guidance for Local Authorities: Homelessness Strategy](#)
  - [Government's Rough Sleeper Delivery Plan](#)
  - Wiltshire Council's Homeless Data Review, December 2018
  - Wiltshire Council: Homelessness Health Needs Assessment
  - Wiltshire Council: Homelessness Strategy 2019
  - Wiltshire Council: Reconnection Protocol
  - Wiltshire Council: Rough Sleeper Policy
12. The Task Group met nine times between December 2018 and September 2019. This report and its recommendations have been discussed with the Executive and Officers.

## **Evidence**

### Reasons for Homelessness

13. The Task Group looked at those individuals most at risk of homelessness. When it comes to social housing evictions, both in Wiltshire and across the whole of England, rent arrears is one of the main reasons behind why an individual/household becomes homeless and the Task Group saw how the transition to universal credit had exacerbated tenants building up rent arrears. Significantly, in the majority of cases, those with rent arrears also had Council Tax arrears and were in receipt of a range of social security benefits.
14. Although appropriate partner bodies such as Alabaré, Aster Housing, Greensquare Housing, Selwood Housing and White Horse Housing were part of the Wiltshire Information Sharing Charter, the Task Group were informed that it was not possible for the Council to capitalise on this agreement and share data with partners for those with Council Tax arrears. The Task Group felt that this information could help highlight to partners those individuals most at risk of homelessness, so that preventative strategies could be put in place. However, the Council is able to provide details to Landlords of their own tenants in receipt of the benefit, and offer on-line access through the Landlord's Portal.

### Accommodation

15. On average, the Council lets 1500 social rented properties to individuals who have completed a housing application for housing. All of Wiltshire's social housing providers offer their properties through the Homes4Wiltshire scheme. Accommodation can also be sourced from the private rented sector. Despite all of these options, the Task Group were informed that demand for housing outstrips supply and that there is a lack of one-bedroom properties in the county.
16. When it comes to providing housing to those approaching the Council for support and assistance, Housing noted that two-bed flats and bungalows are in very low demand, however, offering a single individual a two-bedroom property can be problematic; because a reduction to the person's Universal Credit payment will be applied via the Spare Room Subsidy. This would often make the property unaffordable, so it couldn't be offered to the client. Alongside this, some accommodation is hard to let and unsuitable, because it is based in a rural location with poor transport links; which does not support the tenant(s) in securing and maintaining employment which, again, contributes to homelessness.
17. On the whole, private landlords reported that they did not want to let their properties to Wiltshire Council clients because, historically, some of the Council's clients were known to not look after properties adequately. This often resulted in the landlord incurring additional and unforeseen expenses at the end of a tenancy. The Task Group was encouraged to hear that Housing were aware of these issues and actively working to build positive and strong relationships with the private rented sector.
18. Additionally, some private landlords stated that they were disinclined to let their properties to Wiltshire Council clients because of a lack of tenant history. For example, some landlords explained that they always like to collect references for any potential tenants and, often, the Council's clients were unable to provide such documentation. The Task Group felt that Housing needed to establish a process whereby the Council could vouch for a tenant and thus, provide the tenant with a reference, when they are seeking to move on. This could be facilitated by Housing keeping a record of how the individual took care of their accommodation whilst in Temporary or Emergency Accommodation.
19. Largely, private landlords reported that they felt the duty to prevent and reduce homelessness rested with Wiltshire Council. This was one reason why many landlords only chose to accept tenants who were not in receipt of benefits.

#### Emergency Accommodation and the Rough Sleeper Outreach Team

20. When it came to Emergency Accommodation, the Task Group was pleased to learn that Wiltshire has not had to rely on hotels or B&Bs for temporary accommodation provision. This is a significant achievement, with many local authorities across the country relying heavily on such options. That being said, Wiltshire's funding from Central Government for several emergency accommodation placements and the Rough Sleeper Outreach Team was only guaranteed for two years (until 2020).

21. At present, Wiltshire currently has rough sleeper emergency accommodation in Trowbridge, Chippenham and Salisbury. Temporary Accommodation is available in Amesbury, Bemerton Heath, Chippenham, Durrington, Melksham, Salisbury, Trowbridge, Warminster and Westbury.
22. Both the work of the Rough Sleeper Outreach Team and increasing the amount of emergency accommodation units, helped to ensure that rough sleepers across Wiltshire had options to come off the streets and the Council was able to adhere to the Government's 'No Second Night Out' policy, which formed part of the Government's Rough Sleeper Strategy 2011. This policy is designed to reduce rough sleeping, by ensuring that no individual has to spend a second night sleeping on the street.
23. Since the Rough Sleeper Outreach Team became operational, rough sleeping had decreased by 52 per cent across the county. The Task Group learnt that this team was integral in helping those rough sleepers who traditionally chose not to engage with Housing, to transition out of homelessness.

#### Projections of Homelessness

24. The Task Group were informed that homeless applications had been increasing from veterans in the South of the County and there was concern among Housing Options that this would further grow, as the Army Rebasing 2020 Scheme is completed.

#### Accessibility of Advice and Information

25. When considering the accessibility of advice and information for those facing homelessness, local authorities differed in how they publicised their information, as well as the information provided. Although not fully investigated, the Task Group considered whether the Councils whose information was harder to access and more limited had higher levels of homelessness. Devon County Council was seen as an example of good practise in this area. The Executive stated that making homeless advice and information readily accessible from the Council's website was a priority.

### **Conclusions**

#### Reasons for Homelessness

26. As the Council holds all the data for council tenants, including which households have rent arrears and Council Tax arrears, as well as the details of those tenants in receipt of welfare benefits, the Task Group felt that it would be a 'quick win' for the Council to use this data to design an enhanced preventative process. The Task Group agreed that the Council's preventative homelessness service was already operating well and this activity could help to further enhance the service.
27. One way in which the Task Group felt that the current process could be improved, is if Revenues and Benefits and Housing met together regularly, to discuss vulnerable households. This could be facilitated similarly to how the MAPPA



(Multi-Agency Public Protection Arrangements) meetings are carried out; these meetings are used to inform Housing of any offenders due to leave prison, who would require assistance in securing accommodation. MAPPA effectively reduces the likelihood of an ex-offender becoming homeless and a similar set-up between Revenues and Benefits and Housing, could help to further prevent homelessness in Wiltshire.

28. As touched on above in paragraph 14, the Task Group wanted to include a recommendation for the data of those with Council Tax arrears and those in receipt of Housing Benefit to be shared with partners. The aim of this recommendation is to help facilitate further preventative work, so that those most at risk of homelessness (and living in non-Wiltshire housing stock) could be identified earlier. Unfortunately, due to council tax regulations, it would not be possible for the Council to share the details of those in debt. Landlords will be able to keep track of their own tenant's claims, particularly payment of housing benefit, through the Landlord's on-line portal.

#### Accommodation

29. The Task Group were concerned that Wiltshire's accommodation options were limited because private landlords often chose not to rent to those in receipt of welfare benefits. Also, the Homelessness Strategy spoke of relying on the private sector to help combat homelessness, yet, many landlords stated that the responsibility to reduce homelessness fell solely on the Council.
30. Therefore, the Task Group concluded that it would be beneficial if Housing could make it more attractive for private sector landlords to let their properties to Wiltshire Council clients. Furthermore, Housing could play a central role: working with both these landlords and their tenants, to facilitate smoother tenancies.

#### Emergency Accommodation and the Rough Sleeper Outreach Team

31. The Task Group concluded that both Emergency Accommodation and the Rough Sleeper Outreach Team were vital components in the Council's work in combatting homelessness. Interestingly, desktop research demonstrated that having in-house rough sleeper outreach hugely improved the support provided to rough sleepers/non-engagers and, in this respect, Wiltshire appeared to be following best practise.
32. The Rough Sleeper Outreach Team also acted as the focal point for integrating and joining-up services, such as Public Health, Social Care and Housing. The Task Group felt this was an innovative approach, which should continue to be capitalised on going forwards.
33. The Task Group's concern was that funding for both elements (Emergency Accommodation and the Rough Sleeper Outreach Team) was not guaranteed from 2020 and this needed to be addressed; as without these two entities, the Council's outstanding work would slip backwards. The Task Group felt that the

continuation of overnight shelter in each area where need has been proven was fundamental. As noted above, this provision formed part of the Council's on-going social care role.

### Homelessness Strategy

34. Overall, the Task Group supported the content of the Homelessness Strategy. Throughout the scrutiny review, the Executive had been forthcoming in sharing information and discussing contentious matters. As a result, the Task Group were able to conduct a comprehensive piece of work, yielding a suite of evidenced-based recommendations.
35. Finally, despite the challenges that the service area faces, the Task Group was impressed with the work of the council's Housing team. From management to Revenues and Benefits to Housing Options and the Rough Sleeper Outreach Team, officers demonstrated an outstanding level of dedication, knowledge and enthusiasm for supporting the needs of those most vulnerable to homelessness. With such committed individuals, the Task Group is confident that the priorities set out within the Homelessness Strategy can be implemented successfully.

### **Proposal**

36. To endorse the report of the Task Group and refer it to the Cabinet Member for Corporate Services, Heritage, Arts, Tourism, Housing and Environment for response at the committee's next meeting.

### **Recommendations**

**That the Cabinet Member for Corporate Services, Heritage, Arts, Tourism, Housing and Environment implements the following recommendations:**

- 1. For the Environment Select Committee to welcome the positive and proactive engagement from the Executive throughout this important review.**
- 2. In order to ensure that intervention takes place at the earliest possible stage and that vulnerable clients have the best chance of maintaining appropriate accommodation, to consider implementing a "Passport to Housing" scheme, whereby the following are undertaken:**
  - a) Internal Data Matching: those on welfare benefits, those who have Council Tax arrears and rent arrears have their details centralised. This information to then be discussed, so that all appropriate Council departments are aware of the individuals/households most at risk of homelessness; leading to a process of earlier intervention**
  - b) Wiltshire Council's Departments, Wiltshire's main Social Housing providers, private landlords and the third sector forge a partnership working arrangement, so that housing stock is better co-ordinated and different agencies become more aware and responsive to the needs of Wiltshire's tenants.**

3. The council to consider all the ways of encouraging and supporting private landlords to rent their properties to those in receipt of welfare benefits and wider use of the 'Discretionary Housing Payment', in order to increase the housing options available to this group and reduce their vulnerability to homelessness.
  4. In order to ensure that Wiltshire Council can continue its positive work reducing homelessness in the county, to prioritise sustaining both the Emergency Accommodation provision (in each town where need has been proven) and Rough Sleeper Outreach Team for a significant period of time through, for example:
    - a) Regularly recording data that evidences the need for, and impact of, the Emergency Accommodation provision and the Rough Sleeper Outreach Team
    - b) Continually seeking funding opportunities to help maintain these services.
  5. In light of the Army Rebasing 2020 Scheme and to help manage the workload of Housing Options South, to consider establishing a "prevention partnership" network with the Ministry of Defence and appropriate partners, which would enhance the housing support offered to those leaving the armed forces.
  6. For the Council's homelessness webpages to be better publicised and more easily accessible from the Council's homepage, so that those who are homeless, or at risk of homelessness, can more easily remotely access the support and advice that they need.
  7. For the Environment Select Committee to consider a report in 12 months' time, updating on how the Executive have implemented the recommendations set out above. *(N.B. This report would only relate to recommendations that the Executive accepted, as detailed in the 'Executive Response to the Homelessness Strategy Task Group's final report' – due to be received on [5 November 2019](#)).*
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**Cllr Graham Wright, Chairman of the Homelessness Strategy Task Group**

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### **Appendices**

None

### **Background documents**

Links are listed within the report to non-confidential material. Paragraph 11 of the report's 'Methodology' section also sets out a list of background documents.



**Wiltshire Council**

**Environment Select Committee**

**3 September 2019**

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## **Housing Aids and Adaptions**

### **Purpose of Report**

1. The purpose of this report is to seek consideration of a review of the Council's and its partners' approaches to meeting the needs of households who need to live in a home adapted to meet their needs. It is suggested the review should focus on major adaptions and aids.

### **Background**

2. There are a number of ways that the housing needs of households who require a home to be adapted to meet their needs can be met.
  - Prioritising applications for rehousing via the Council's allocation policy Homes4 wilts
  - Adapting Council properties in the Council's Housing revenue account and registered providers adapting homes without use of disabled facility grants.
  - Provision of disabled facility grants
  - Commissioning of bespoke housing via registered providers
  - Planning policy for new build housing.

### **Main Considerations for the Council**

3. Ensuring that homes are available that meet the needs of disabled households addresses the Council's business plan objectives of growing the economy and protecting the vulnerable.
4. Homes4 Wilts  
The Council operates a choice based letting system Homes4 wilts where households bid for affordable housing owned by the Council and registered providers. The Council is required to give reasonable preference for some applications for rehousing as set out in Part 6 of the 1996 Housing Act. Households with a medical or welfare need to move will have their application placed in one of the four bands depending on the urgency of their need to move. The following table sets out the

households with a medical, welfare need to move to a more suitable home by band and bedroom size where either ground floor home or an adapted or accessible home are required. In 2018/19 there were 76 properties advertised and let to households who required a home adapted to meet their needs. The average waiting time for a disabled household to move home from application date to re-housing is 9.53 months (290 days) compared to a non-disabled household average waiting time of 8.28 months (252 days).

Table setting out the households with a welfare or medical need who require either ground floor accommodation or an adapted or accessible home

**Adapted assessed only (all will have a ground floor need)**

	<b>1 bedroom</b>	<b>2 bedroom</b>	<b>3 bedroom</b>	<b>4 bedroom+</b>	<b>Total</b>
<b>Band 1</b>	6	12	3	0	21
<b>Band 2</b>	33	20	5	3	61
<b>Band 3</b>	87	60	14	4	165
<b>Band 4</b>	10	9	1	0	20
<b>OMR</b>	4	5	2	0	11
	140	106	25	7	278

**Ground floor need**

	<b>1 bedroom</b>	<b>2 bedroom</b>	<b>3 bedroom</b>	<b>4 bedroom+</b>	<b>Total</b>
<b>Band 1</b>	11	12	3	1	27
<b>Band 2</b>	47	25	7	0	79
<b>Band 3</b>	166	101	14	2	283
<b>Band 4</b>	41	19	1	0	61
<b>OMR</b>	26	13	3	2	44
	291	170	28	5	494

If a property is constructed to an accessible standard, or has major adaptations making it suitable for a person with a physical disability and/or visual impairment, it will be matched to applicants with specific needs for the type of property advertised. Connections to parishes would not apply as the need for the adaptations in the property would override any connection to the area in which the property is located.

5. **Adapting the Council's housing stock**

Within the Council's housing revenue account business plan there is a provision of £2.3m over the next five years to fund adaptations and over the 30 year plan a total of £8m. In 2018/19 there were a total of 67 adaptations undertaken as broken down in the table below. The Council has 1070 ( about 20% of the housing stock) properties that have an element of aids or adaptations. These range from properties with a ramp and handrails only through to properties with ramps, handrails, wet rooms, widened doors throughout, door and window automation, stairlifts.

Level access showers	35
Automation of doors or windows	5
Bathroom Adaptations	3
Front door widening and ramped access	12
Wash / dry WC	2
Multiply adaptations	3
Wetroom	1
Stairlifts	6
	<b>67</b>

6. Adaptations undertaken by registered providers without use of disabled facility grants. There are some registered partners who operate in Wiltshire who are prepared to undertake minor adaptations to properties that they will fund themselves. This may be such adaptations as level access showers. The registered provider may undertake minor adaptation works to a property before a customer moves in. If a registered provider is not prepared to fund works they will advise their customer to apply for a disabled facility grants.
7. Disabled facility grants (DFG).  
The Council is required under Housing Grant Construction and Regeneration Act 1996 to provide disabled facility grants to households who own or rent their homes but not to tenants of the Council. The grant is towards work to the property that will enable it to meet the household's needs for the foreseeable future. The grant is for a maximum of £30,000 and is means tested for adults but not for children. The Council does provide discretionary grant funding above that level subject to fulfilment of additional criteria. A further grant of £10,000 can be signed off at manager level, but there is no maximum figure as this would be considered a fettering of the council's discretion. A grant to help with a move to more suitable housing can also be provided.

The total annual DFG budget is £3,033,313, funded by a grant from the Government. In 2018/19, 229 DFG works were completed.

The Council assesses works required via an occupational therapist. The works can be administered by private surveyor practice or by the Home improvement agency, in both cases the actual building work is undertaken by external building companies / specialist suppliers. The home improvement agency is currently being brought back in house, as it was previously part of a tendered service and it is more economic for the Council to provide the service.

8. Provision of bespoke new build affordable housing by registered providers.  
Where specific housing needs are identified, it is possible to commission new build solutions by registered providers. At present there are 11 homes in construction that will meet specific housing needs for households who have a member who has a disability and hence, need for adapted housing. All these units are negotiated as part of affordable housing obligations on qualifying developments and as such, there is no cash cost to the Council in the provision of these units.
9. Planning policy for new build housing  
Core Policy 45 requires new housing to be well designed to address local housing need, incorporating a range of different types, tenures and sizes of homes to create mixed and balanced communities. Core Policy 46 requires new housing to meet the specific needs of vulnerable and older people, and wherever practicable, accommodation should seek to deliver and promote independent living. However, there are currently no adopted planning policies in place to secure specific adaptability standards either in open market housing or affordable housing. Consequently the delivery of new affordable housing built to adapted/adaptable standards under Buildings Regulations Part M4(2) – accessible and adaptable dwellings, and M4(3) – wheelchair user dwellings, is dependent on successful negotiation between the Service Development & Enabling Team and developers on a site by site basis, using evidence of need from the housing register as a basis for that negotiation. Provision of new adapted/adaptable housing in open market stock is entirely dependent on the developer. During 2018-19 there were 27 new affordable homes delivered as adaptable accommodation in Wiltshire, ie. Part M4(2), which were the result of successful developer negotiations based on evidence of need. There were no new affordable homes delivered as wheelchair user dwellings, ie. Part M4(3). .

### **Safeguarding Considerations**

10. There are no safeguarding implications stemming from this report.

### **Public Health Implications**

11. Clearly, the provision of adapted housing that meets the needs of households with a disability or medical condition will improve the households's quality of life.

### **Environmental and Climate Change Considerations**

12. There are no direct environmental and climate change implications stemming from this report.



## **Equalities Impact of the Proposal**

13. Households who have a disability and required adapted housing will be a group with protected characteristics. This will need to be considered as part of the review of the provision of adapted housing.

## **Financial Implications**

14. There are no direct financial implications stemming from this report.

## **Conclusions**

15. The conclusions reached having taken all of the above into account.

## **Proposal**

16. It is suggested that a task group of the Environment Select Committee is established, to review the Council's approach to meeting the needs of households who require adapted housing.

**Simon Hendey**

**Director of Housing and commercial development**

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Report Author: Simon Hendey  
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3 September 2019

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Wiltshire Council

Environment Select Committee

3 September 2019

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## Executive Response to the final report of the Rapid Scrutiny on using plastic waste as part of the council's road maintenance programme.

### Purpose of the report

1. To present the response of the Cabinet Member for Highways, Transport and Waste to the final report of the Rapid Scrutiny on using plastic waste as part of the council's road maintenance programme.

### Background

2. Following a motion put forward at [Full Council on 22 May 2018](#) by Cllr Brian Mathew and Cllr Steve Oldrieve, calling for Wiltshire Council to undertake a feasibility study into the method of using waste plastics in road repair, resurfacing, and road building programmes, the matter was referred to the Overview and Scrutiny Management Committee (OSMC).
3. At its meeting on [5 June 2018](#), OSMC resolved for the matter to be considered by the ESC, asking ESC to consider the proposal using the evidence available at its forthcoming meeting (on 26 June).
4. At its meeting 26 June, ESC considered a [briefing note](#) and resolved to establish a rapid scrutiny to **consider how feasible it would be for the council to use plastic waste as part of its road maintenance programme.**

### Executive response to the Rapid Scrutiny's recommendations

(Please note numbers match the recommendations numbers in the [final report](#))

<b>Recommendation No.3</b>	That the Cabinet Member for Highways, Transport and Waste considers reporting the outcome of the trials for the council's use of recycled materials in road surfacing project to ESC, or a relevant task group, when appropriate. If opportune, this could be included in the Highways Service annual report to ESC.
<b>Reason for recommendation</b>	This would provide the committee with comparative information when it considers the outcome of the national trials.

<b>Cabinet Member</b>	Cllr Bridget Wayman
<b>Executive response</b>	Agreed.

<b>Recommendation No.4</b>	<p>That the Cabinet Member for Highways, Transport and Waste agrees with ESC the best way(s) in which the committee, within available resources, can be kept informed of local, national and international developments and innovations from the different groups and organisations focusing on highways and environmental issues, including the use of plastic in road maintenance.</p> <p>This could be included in the Highways Service annual report to ESC or in interim briefing notes from officers following attendance at meetings of these groups and organisations.</p>
<b>Reason for recommendation</b>	<p>This would enable the Environment Select Committee to monitor the council's pro-activeness in considering more eco-friendly approaches to road maintenance and to ensure that the council (and committee) remains aware of innovations and approaches considered by the highway industry.</p>
<b>Cabinet Member</b>	Cllr Bridget Wayman
<b>Executive response</b>	<p>Agreed, although the Highways Service annual report is not considered the best way to impart this information as it is reporting on the previous year's activities and performance.</p>

<b>Recommendation No.5</b>	<p>That the Cabinet Member for Highways, Transport and Waste agrees with ESC the best way(s) in which the committee can be informed of progress on the Smart Cities project, with a focus on the Cumbria trial (plastic roads). Based on the outcome the committee may wish to ascertain if any of the technologies tested, including the use of plastic in roads, should be considered by the council for use on its roads, car parks or as part of its road maintenance.</p>
<b>Reason for recommendation</b>	<p>This would enable the council to remain abreast with eco-friendly technology to future proof UK highways.</p>
<b>Cabinet Member</b>	Cllr Bridget Wayman

<b>Executive response</b>	Agreed.

### **Other Comments from the Executive**

#### **Proposal**

5. To note the executive response to the **Final Report – Rapid Scrutiny on using plastic waste as part of the council's road maintenance programme.**

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**Cllr Bridget Wayman, Cabinet Member for Highways, Transport and Waste**

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## Environment Select Committee FWP - August 2019

Last Updated 23 AUGUST 2019

Topic	Start Date	Finish Date
Homelessness Strategy Task Group	December 2018	September 2019
Global Warming and Climate Emergency Task Group	May 2018	TBC

<b>Environment Select Committee FWP - August 2019</b>			Last updated 23 AUGUST 2019		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / Purpose of Report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
3 Sep 2019	Waste Management Strategy	As resolved at 26 June 2018 meeting, a 6-month progress report on the Waste Management Strategy to be provided to the committee.	Tracy Carter	Cabinet Member for Highways, Transport and Waste	
3 Sep 2019	Rapid Scrutiny: Plastic Waste in Wiltshire's Roads - Executive Response	For the Committee to receive the Executive response to the Rapid Scrutiny's final report.	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Marie Gondlach
3 Sep 2019	Homelessness Strategy Task Group: Final Report	For the Committee to receive the final report of the Task Group, following the completion of their work	Simon Hendeley (Director - Housing and Commercial)	Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism	Natalie Heritage
3 Sep 2019	Housing Aids and Adaptations	As agreed with the Cabinet Member and the Chairman and Vice-Chairman, the Committee to consider information on the Council's policies around adapting housing stock for disabled tenants	Simon Hendeley (Director - Housing and Commercial)	Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism	Simon Hendeley
5 Nov 2019	Salisbury Recovery	As resolved at 8 January 2019 ESC following a presentation on the matter, the Committee to receive a further presentation on the progress of work in six months' time	Robin Townsend	Cabinet Member for Children, Education and Skills and South Wiltshire Recovery	Kartar Singh



<b>Environment Select Committee FWP - July 2019</b>			Last updated 1 July 2019		
<b>Meeting Date</b>	<b>Item</b>	<b>Details / purpose of report</b>	<b>Associate Director</b>	<b>Responsible Cabinet Member</b>	<b>Report Author / Lead Officer</b>
5 Nov 2019	Highways Annual Review of Service	As resolved at 6 November 2018 meeting, the Committee to continue to receive an annual update on the review of the highway service.	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Peter Binley
5 Nov 2019	HIAMS: Streetworks	As resolved at 12 March 2019 meeting, the Committee requested a report on the next stage of the HIAMS implementation, with regard to highways inspections and the benefits of the HIAMS mobile working capability later in 2019	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Paul Bromley
5 Nov 2019	Executive Response to the Homelessness Strategy Task Group: Final Report	For the Committee to receive the Executive's response to the Homelessness Strategy Task Group's final report	Simon Hendeby (Director - Housing and Commercial)	Cabinet Member for Housing, Corporate Services, Arts, Heritage and Tourism	Natalie Heritage

