

ANNUAL COUNCIL

DRAFT MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 14 MAY 2013 AT THE LANSDOWN HALL - CIVIC CENTRE, ST STEPHENS PLACE, TROWBRIDGE. BA14 8AH.

Present:

Cllr Desna Allen, Cllr Glenis Ansell, Cllr Pat Aves, Cllr Chuck Berry, Cllr Nick Blakemore, Cllr Richard Britton, Cllr Rosemary Brown, Cllr Liz Bryant, Cllr Allison Bucknell, Cllr Trevor Carbin, Cllr Chris Caswill, Cllr Mary Champion, Cllr Terry Chivers, Cllr Ernie Clark, Cllr Richard Clewer, Cllr Linda Conley, Cllr Mark Connolly, Cllr Christine Crisp (Chairman), Cllr Brian Dalton, Cllr Andrew Davis, Cllr Tony Deane, Cllr Christopher Devine, Cllr Stewart Dobson, Cllr Bill Douglas, Cllr Mary Douglas, Cllr Peter Doyle, Cllr Dennis Drewett, Cllr Peter Edge, Cllr Peter Evans, Cllr Sue Evans, Cllr Nick Fogg, Cllr Richard Gamble, Cllr Jose Green, Cllr Howard Greenman, Cllr Mollie Groom, Cllr Lionel Grundy OBE, Cllr Russell Hawker, Cllr Mike Hewitt, Cllr Alan Hill, Cllr Charles Howard, Cllr Jon Hubbard, Cllr Keith Humphries, Cllr Chris Hurst, Cllr Peter Hutton, Cllr Simon Jacobs, Cllr George Jeans, Cllr David Jenkins, Cllr Julian Johnson, Cllr Bob Jones MBE, Cllr Simon Killane, Cllr Gordon King, Cllr John Knight, Cllr Jerry Kunkler, Cllr Jacqui Lay, Cllr Magnus Macdonald, Cllr Alan MacRae, Cllr Howard Marshall, Cllr Laura Mayes, Cllr Helena McKeown, Cllr Ian McLennan, Cllr Jemima Milton, Cllr Bill Moss, Cllr Christopher Newbury, Cllr John Noeken, Cllr Paul Oatway, Cllr Stephen Oldrieve, Cllr Helen Osborn, Cllr Jeff Osborn, Cllr Linda Packard, Cllr Mark Packard, Cllr Sheila Parker, Cllr Graham Payne, Cllr Nina Phillips, Cllr David Pollitt, Cllr Horace Prickett, Cllr Leo Randall, Cllr Fleur de Rhé-Philipe, Cllr Pip Ridout, Cllr Ricky Rogers, Cllr Paul Sample, Cllr Jane Scott OBE, Cllr Jonathon Seed, Cllr James Sheppard, Cllr John Smale, Cllr Toby Sturgis, Cllr John Thomson, Cllr Ian Thorn, Cllr Ian Tomes, Cllr Dick Tonge, Cllr John Walsh, Cllr Nick Watts, Cllr Bridget Wayman, Cllr Fred Westmoreland, Cllr Ian West, Cllr Philip Whalley, Cllr Stuart Wheeler, Cllr Roy While (Vice Chairman), Cllr Philip Whitehead, Cllr Christopher Williams and Cllr Graham Wright

23 Election of Chairman

The outgoing Chairman, Cllr Christine Crisp sought nominations for the position of Chairman of Wiltshire Council for 2013/14.

Cllr Christine Crisp was nominated by Cllr Bill Moss and seconded by Cllr Allison Bucknell.

Cllr Desna Allen was nominated by Cllr Jon Hubbard and seconded by Cllr McKeown.

In the circumstances as a member can not preside over their own election and if present must preside, Cllr Christine Crisp vacated the chair for the duration of this item. The outgoing Vice-Chairman therefore took the chair.

Cllr Roy While, Vice-Chairman in the Chair

The Vice-Chairman on asking if there were any further nominations and there being none, put the nominations to the vote and it was

Resolved:

That Cllr Christine Crisp be elected Chairman of Wiltshire Council for 2013/14.

The Chairman read out and signed the declaration of acceptance of office of Chairman of the Council witnessed by the Monitoring Officer.

Cllr Christine Crisp in the Chair

The Chairman looked back on her past year as Chairman of Council which had included the Jubilee and Olympic celebrations. She said that it had been a tremendous year and an honour to be part of it and in so doing represent the Council. She thanked the Council for returning her as Chairman of the Council which she considered a great privilege. She said that she would do her best to justify the confidence placed in her by Councillors.

24 Election of Vice-Chairman

The Chairman sought nominations for the position of Vice-Chairman of Wiltshire Council for 2013/14.

Cllr Roy While was nominated by Cllr Sheila Parker and seconded by Cllr Johnson. There being no further nominations, it was

Resolved:

That Cllr Roy While be elected Vice-Chairman of Wiltshire Council for 2013/14.

Cllr Roy While then read out and signed the declaration of acceptance of office of Vice-Chairman of Council witnessed by the Monitoring Officer.

Cllr While explained that he was looking forward to serving the Council as its Vice-Chairman.

25 **Apologies**

Apologies for absence were received from Cllrs Tony Trotman and Richard Clewer.

26 **Declarations of Interest**

The Chairman referred to the letter of advice on interests in relation to the item on Adoption of the Wiltshire and Swindon Aggregate Minerals Site Allocations Local Plan (minute no. 35 refers).

Cllr Helena McKeown declared an interest in the membership of the Health and Wellbeing Board by virtue of her membership of a medical committee as referred to in minute no. 34.

27 **Minutes of Previous Meetings**

The minutes of the Budget Meeting of Council and the Extraordinary Meeting of Council both held on 26 February 2013 were presented.

Resolved:

That the minutes of the Budget Meeting of Council and the Extraordinary Meeting of Council both held on 26 February 2013 be approved as correct records and signed by the Chairman.

28 **Election Results**

The Chairman referred Council to the election results following the Unitary (and town, parish and city) Council elections held on 2 May 2013 available on the Council's website which would be circulated to Councillors via Elected Wire. Councillors were advised that if they had any comments or observations on the elections process to send them to either Dr Carlton Brand, Returning Officer or John Watling, Head of Electoral Services.

The Chairman paid tribute to the Elections team and all staff who had worked so hard to ensure the elections were carried out with the usual efficiency and precision. These comments were echoed by other Councillors who indicated their appreciation with a round of applause.

29 **Announcements by the Chairman**

The Chairman made the following announcements:

- a) Outgoing councillors – acknowledgement of service

The following Councillors who were not returned were acknowledged:

John Brady, Jane Burton, Nigel Carter, Chris Cochrane, Peter Colmer, Peggy Dow, Peter Doyle, Rod Eaton, Peter Fuller, Mark Griffiths, Chris Humphries, Francis Morland, Jeff Ody and Stephen Petty;

and the following Councillors who did not stand for re-election (in addition to those who had been mentioned at the last Council meeting):

Michael Cuthbert-Murray, Paul Darby, Malcolm Hewson, Tom James OBE and Paul Sample.

The Chairman paid tribute to their work and the contribution they made to Wiltshire. She and the Leader would be writing to those former Councillors to pass on these comments along with a memento of their time on the Council. The Chairman took the opportunity to congratulate Councillors on their successful election and in particular, welcomed the 27 new Councillors to their first Council meeting.

b) The Royal visit of HRH Prince of Wales to Malmesbury Abbey – Saturday 4 May 2013

A concert arranged by Music in Churches in Malmesbury Abbey was attended by His Royal Highness The Prince of Wales in his capacity as patron. The London Chamber Orchestra was conducted by Sir Neville Marriner with solo performances on the violin by Miss Chloë Hanslip.

The Vice-Chairman, Councillor Roy While attended the concert which was of a very high standard. It was a great honour for Wiltshire to host a concert of this significance.

c) Councillors' Induction Programme

Attention was drawn to the ongoing Councillor Induction programme and the Chairman encouraged councillors to attend as many sessions as they could.

Training needs analysis forms were circulated at the meeting and councillors were informed of a drop in session being held on Friday 7 June where training requirements could be discussed and further opportunities identified.

d) Services Fair

Councillors were reminded of the Services Fair taking place in the Atrium, County Hall following the meeting. This was said would be a very interesting showcase of the services provided by the Council which would no doubt be of interest to all Councillors and opportunity to meet the Service Directors. The Chairman encouraged Councillors to attend if at all possible.

(e) Salisbury Football Club

Council congratulated Salisbury Football Club for winning their recent play off game which would see them returned to the Conference Premier League.

30 **Petitions Received**

There were no petitions received within the prescribed time for presentation to this meeting.

31 **Public Participation**

The Chairman reminded councillors that there was no debate on this item.

A question was received from Mr Phil Matthews regarding the set up of Healthwatch Wiltshire. A copy of the question and response is attached at Appendix 1.

In response to Mr Matthew's supplementary question, it was agreed to include a link to SWAN, the advocacy service for complaints on the Council's website.

32 **Appointment of Leader**

The Chairman sought nominations for the position of Leader of Council for 2013-17.

Cllr Jane Scott was proposed by Cllr Fleur de Rhé-Philippe and seconded by Cllr Mollie Groom. There being no further nominations, it was

Resolved:

That Cllr Jane Scott OBE be elected Leader of Wiltshire Council for 2013-17.

Cllr Scott then read out and signed the declaration of acceptance of office of Leader of the Council witnessed by the Monitoring Officer.

The Leader thanked Council for the confidence they had placed in her. She referred to the challenges the Council would be facing over the next four years, but said that the Council had a good team in place to deliver on its priorities. She acknowledged that it was healthy to have a turnover of Councillors who could provide new skills and experience. She also paid tribute to those who had not stood for re-election or had not been returned.

The Leader considered that generally speaking the electorate had voted on the basis of who they considered would successfully tackle local issues rather than

on national politics. The Business Plan which would be coming before Council in due course would underpin the Council's priorities over the ensuing four years. She hoped that Councillors would be able to work together as executive, scrutiny, opposition or back-benchers of the authority. She considered that good governance relied on constructive and positive challenge ultimately for the benefit of Wiltshire.

The Leader announced the membership of her Cabinet as follows:

Name:	Cabinet member for:
John Thomson	Deputy Leader and Highways and Streetscene and Broadband
Dick Tonge	Finance, Performance, Risk, Procurement and Welfare Reform
Laura Mayes	Children's Services
Keith Humphries	Public Health, Protection Services, Adult Care & and Housing (excluding strategic housing)
Fleur de Rhé- Philippe Toby Sturgis	Economy Skills and Transport Strategic Planning, Development Management, Strategic Housing, Property, Waste
Stuart Wheeler	Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, legal, ICT, business services, democratic services)
Jonathon Seed	Communities, Campuses, Area Boards, Leisure, Libraries and Flooding

33 Appointment of Committees and Review of Allocation of Seats on Committees to Political Groups

- (a) **Appointment of Committees and Review of Allocation of Seats on Committees to Political Groups**
- (b) **Appointment of Councillors to Committees**
- (c) **Appointment of Chairmen and Vice-Chairmen - Committees**

34 Appointments to the Wiltshire and Swindon Fire Authority

The Chairman took the above items recorded at minute no.s 33 (a) – (c) and 34 together giving Councillors an opportunity to comment on individual items.

The Chairman drew attention to the report of the Service Director, Legal and Democratic Services which invited Council to review the allocation of seats on committees to political groups according to their respective political strengths on the Council. Council was also asked to make appointments to committees in accordance with such a review and to appoint chairmen and vice-chairmen of

committees excluding the Overview and Scrutiny Management Committee, Scrutiny Select Committees and the Police and Crime Panel which would be asked to make such appointments at their respective first meetings. The proposals also included the new requirement to appoint a Health and Wellbeing Board, the proposed terms of reference of which were presented. The Leader also drew attention to the need to appoint non-elected voting and non-voting members to the Children's Services Select Committee.

The Leader proposed a motion which encompassed all of the above, details of which were circulated which was duly seconded. It was noted that Group Leaders had been consulted on the principles of what was being proposed.

Cllr Jon Hubbard proposed an amendment to the terms of reference of the Health and Wellbeing Board to include that voting members of the board representing Wiltshire Council are appointed according to political balance and that the Board should elect its chair at its first meeting and that chair should be independent of the Council.

A discussion ensued on the amendment during which Cllr Helena McKeown declared an interest in this item by virtue of her membership of a medical committee.

The principles of membership of the Health and Wellbeing Board were debated in terms of ensuring appropriate Council representation as well as ensuring those appointed would be able to provide the right levels of experience and knowledge required. On being put to the vote, the amendment was LOST.

During further debate, it was proposed and accepted that only job titles rather than names for the 3 Acute Hospitals Trusts representatives within the non-voting members of the Health and Wellbeing Board be included to allow for any future changes.

It was also agreed to add a representative from Wessex Local Medical Committee and a representative from the opposition group on the Council to the non-voting members of the Health and Wellbeing Board. Cllr Ian Thorn was nominated by Cllr Hubbard for this position as opposition group leader (liberal democrat). This resulted in Ian Thorn being deselected from the Health Select Committee creating a liberal democrat vacancy on that Committee.

The Leader explained that due to the constitutional requirement to have two Cabinet members on the Staffing Policy committee, Cllrs Bill Moss and Howard Greenman would be replaced on that committee by herself and Cllr Stuart Wheeler.

The Leader's motion incorporating the acceptance of the above mentioned points was put to the vote and it was

Resolved:

- 1. To note the reports and the legal requirements.**
- 2. To appoint the following committees with the terms of reference as set out in the Constitution:-**

Strategic Planning
Area Planning – East, North, South and West
Licensing
Standards
Staffing Policy
Overview and Scrutiny Management
Children’s Select
Environment Select
Health Select
Audit
Appeals
Officer Appointments
Pension Fund
Police and Crime Panel

- 3. To appoint those Area Boards, constituted as area committees as set out within the Constitution, and to appoint those members representing electoral divisions to their respective area boards as set out in Appendix 2.**
- 4. To approve the aggregate number of committee places available to members of the Council being 174 and the number on each committee as follows:**

Committee	Total Number of Places for Elected Members	Conservative Group Allocation (58 seats)	Liberal Democrat Group Allocation (27 seats)	Labour Group Allocation (4 seats)	Independent Group Allocation (8 seats)	UKIP (1 seat)
Strategic Planning	11	7	3	-	1	-
Area Planning Committees						
North	11	7	4	-	-	-
South	11	6	2	2	1	-
East	8	7	-	-	1	-
West	11	6	3	-	2	-
Licensing	12	7	4		1	-
Overview and Scrutiny	13	7	4	1	1	-

Management						
Children's Select	13	7	4	1	1	-
Environment Select	13	7	4	1	1	-
Health Select	13	7	4	1	1	-
Standards	12	7	3	1	1	-
Police and Crime Panel	7	4	2	-	1	-
Audit	12	7	3	-	1	1
Appeals	8	5	3	-	-	-
Staffing Policy	9	5	3	-	-	1
Officer Appointments	5	3	1	-	1	-
Pension Fund	5	4	1	-	-	-
TOTALS:	174	103	48	7	14	2

5. To formally appoint the Health and Wellbeing Board with the

- (i) **terms of reference as set out in paragraph 4 to Appendix 2 to the report presented and the**
- (ii) **following membership and voting arrangements:-**

Voting members

- **The Leader of the Council and Executive representatives with responsibility for Children, Adults and Public Health – J Scott, L Mayes, K Humphries and J Milton**
- **4 representatives from the Clinical Commissioning Group (CCG) - Dr Stephen Rowlands (Chair of CCG), Dr Helen Osborn (Chair of WWYKD Group), Dr Toby Davies (Chair of SARUM Group), Dr Simon Burrell (Chair of NEW Group)**
- **1 representative from Healthwatch – Christine Graves**

- **1 Police and Crime Commissioner – Angus MacPherson**
- **1 NHS England representative – Debra Elliott**

Non-voting members

- **Wiltshire Council officers with statutory responsibility for Children, Adults and Public Health services – Carolyn Godfrey and Maggie Rae, Corporate Directors**
- **Deborah Fielding (Chief Officer) or Simon Truelove (Chief Accountable Officer)**
- **3 Acute Hospital Trusts representatives (Salisbury Hospital FT, Great Western Hospital FT and Bath RUH FT – Chief Executive or Chairman)**
- **1 South West Ambulance Service (SWAS) representative – Ken Wenman**
- **1 Avon and Wiltshire Mental Health Partnership (AWP) representative – Ian Tully**
- **Wiltshire Police Chief Constable – Patrick Geenty**
- **Representative from Wessex Local Medical Committee**
- **Representative from the Opposition Group on the Council**

(iii) Leader of the Council being the chairman.

- 6. To confirm that in accordance with the current Constitution, the power of referral to the Secretary of State in relation to the reconfiguration of services continues to be delegated to the Health Select Committee.**
- 7. To approve the nominations of Group Leaders, as set out in the Appendix 3 for the appointment of councillors and substitutes, to serve on committees in accordance with the agreed scheme of committee places, until the next occasion membership is reviewed under the provisions of the Local Government & Housing Act 1989 and subject to the amendments detailed above.**
- 8. To enable more effective usage of the substitute scheme all Groups be entitled to appoint up to four substitutes where it has a councillor on a committee, and that the Constitution be amended**

accordingly.

9. To appoint the following non-voting members to the Standards Committee for the period referred to in paragraph 8 of the report presented.

Mr John Scragg
Miss Pam Turner
Mr Paul Neale
Mr Philip Gill MBE, JP

10. To appoint the following non-elected members to the Children's Select Committee:-

Non-Elected Voting Members	Representing
Vacancy	Church of England
Dr M Thompson	Clifton Diocese Roman Catholic Church
Vacancy	Parent Governor (Secondary)
Mrs A Kemp	Parent Governor (Special Educational Needs)
Mr K Brough	Parent Governor (Primary)
Non-Elected Non-Voting Members (Up to Five)	
	School, Children and Young People representatives
Mrs D Dale	Further Education Representative
Vacancy	Secondary Schools Headteachers' Representative
Vacancy	Primary School Headteachers' Representative
Mr J Hawkins	School Teacher Representative

Non-Elected Voting Members	Representing
Mr K House	Children & Young People's Representative

11. To appoint the following Chairmen and Vice-Chairmen:-

Committee	Chairman	Vice Chairman
Strategic Planning Committee	A Davis	J Green
Area Planning Committee – Eastern	C Howard	M Connolly
Area Planning Committee – Northern	T Trotman	P Hutton
Area Planning Committee – Southern	F Westmoreland	C Devine
Area Planning Committee – Western	C Newbury	R While
Licensing Committee	P Ridout	D Allen
Standards Committee	J Johnson	J Noeken
Audit Committee	T Deane	S Parker
Staffing Policy Committee	A Bucknell	J Smale
Officer Appointments Committee	J Scott	J Thomson
Pension Fund Committee	T Deane	C Howard

12. To note that the existing the Overview and Scrutiny Management Committee, the Select Committees and the Police and Crime Panel will be asked to elect their respective Chairmen and Vice-Chairmen at their first meeting following the annual meeting of council.

13. To appoint the following councillors to serve on the Wiltshire and Swindon Fire Authority for 2013/14:-

Conservative (5)	Liberal Democrat (3)	Independent (1)
C Devine	P Edge	Mr Clark
G Payne	H Marshall	
M Groom	B Jones	
C Newbury		
B Wayman		

35 Adoption of the Wiltshire and Swindon Aggregate Minerals Site Allocations Local Plan

At the Chairman's invitation, Cllr Toby Sturgis, Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property and Waste presented a report on adoption of the Wiltshire and Swindon Aggregate Minerals Site Allocations Local Plan (The Plan). On recommendation from Cabinet at its meeting on 19 March 2013, Council was asked to adopt The Plan incorporating the Inspector's modifications. The Plan along with the Inspector's

Report and details of the modifications proposed were presented. Cllr Sturgis therefore moved adoption of The Plan as amended and this was duly seconded.

Cllr Sturgis summarised the history of the development of The Plan and noted that Swindon Borough Council had resolved to formally adopt The Plan at its meeting on 11 April 2013. Cllr Sturgis thanked officers for all their dedicated hard work in bringing The Plan to this stage.

During debate a number of questions were asked to which Cllr Sturgis responded. He emphasised the importance of having such a Plan in place to be able to regulate development and the considerable consultation undertaken on it.

During debate, concern was expressed on the accuracy of the documentation presented in particular the maps included within The Plan which could it was said, potentially call the Plan into question. Cllr Sturgis reassured Council that there was no reason why Council should not be able to adopt The Plan.

Cllr Chivers moved an amendment that adoption of The Plan be deferred until the next Council meeting to obtain clarification over the accuracy of maps contained within it in the meantime.

Following debate it was agreed that the meeting be adjourned for lunch and to allow time to obtain clarification on the accuracy of maps in The Plan to further assure Council.

MEETING ADJOURNED 12.50PM

MEETING RECONVENED 1.35PM

Cllr Sturgis commented that no member had during the adjournment approached him with details of any inaccuracies referred to during debate to look into. Following consultation with officers there was nothing to suggest that The Plan should not be adopted. He explained that the Council could either accept and adopt The Plan as amended by the Inspector or reject it. The Council was not able to make changes to it at this very late stage. He reminded and reassured Council that The Plan had been judged as being sound by the Inspector.

On being put to the vote, the amendment to defer consideration of The Plan until the next meeting was LOST and on putting the original motion to the vote, it was

Resolved:

That Council adopt the Wiltshire and Swindon Aggregate Minerals Site Allocations Local Plan as presented incorporating the Inspector's modifications.

36 **Notices of Motion**

No notices of motion received for this meeting.

37 **Councillors' Questions**

The Chairman reported receipt of questions from Councillors Clark, Linda Packard, Dalton, Chivers, Hubbard and Edge, details of which were circulated and attached as Appendix 4 to these minutes together with the responses given.

Questioners agreed to take their questions as read and were given an opportunity to ask a relevant supplementary question to which the relevant Cabinet member responded.

Supplementary questions were raised and summarised as follows which should be read in conjunction with the attached questions:

Cllr Ernie Clark – Question 1 – Was the Council able to comply with the Civil Contingency legislation to provide back up contingencies? Cllr Keith Humphries, Cabinet member for Public Health, Protection Services, Adult Care and Housing confirmed that the Council was complying.

Cllr Ernie Clark – Question 2 – Does the cost of over £3,500 per meeting (Standards Committee) represent value for money? Cllr Julian Johnson Chairman of the Standards Committee considered that it did in that it served to ensure the promotion of high standards of conduct, a responsibility that was taken seriously.

Cllr Linda Packard – in response to further questions on penalties imposed on the contractor, it was agreed to send Cllr Linda Packard a copy of the contract with Balfour Beatty.

Cllr Brian Dalton – Question 5 – sought information on the location of the four new bus stops. Cllr Tonge, Cabinet member for Finance, Performance, Risk, Procurement and Welfare explained that all suggestions would be considered by the local Area Board and that if Cllr Dalton had any suggestions himself to advise officers of them so that they could be taken forward.

Cllr Terry Chivers – Question 6 - sought further clarification on the response given. Cllr Jonathon Seed, Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding explained that following discussions with the Post Office, he understood there were no plans at present to close the post offices. The Council was prepared to accommodate the post office and this could be at Melksham Campus.

Cllr Terry Chivers – Question 7 – he was aware of members of the public who had struggled to get through to the Council’s switchboard or had experienced difficulties in having their queries responded to within a reasonable period of time. The Leader undertook to look into such instances if Cllr Chivers could provide her with specific details.

Cllr Peter Edge – Question 10 – In response to Cllr Edge’s further querying of the figures quoted, it was agreed to provide him with a written response clarifying the figures.

38 **Minutes of Cabinet and Committees**

The Chairman moved that Council receive and note the following minutes as listed in the separate Minutes Book and this was duly seconded by the Vice-Chairman:

Meeting	Date
Cabinet	19 March 2013
Cabinet Capital Assets Committee	19 March 2013
Overview & Scrutiny Management Committee	28 February & 11 April 2013
Children’s Select Committee	28 March 2013
Health Select Committee	14 March 2013
Environment Select Committee	4 April 2013
Licensing Committee	18 February 2013
Northern Area Planning Committee	20 February 2013
Eastern Area Planning Committee	21 February & 4 April 2013
Southern Area Planning Committee	14 February & 7 March 2013
Western Area Planning Committee	13 February & 17 April 2013
Strategic Planning Committee	13 February, 13 March & 24 April 2013
Audit Committee	20 March 2013
Wiltshire Pension Fund Committee	27 February 2013
Wiltshire Police & Crime Panel	6 February, 1 March & 26 March 2013
Wiltshire & Swindon Fire Authority	13 December 2012 & 14 February 2013

The Chairman then invited questions from councillors on points of information or clarification on the above minutes and gave the Chairmen of those meetings the opportunity to make any important announcements on the work of their respective Committees.

Cabinet 19/03/13 min. no. 25 – discretionary housing payments – Cllr Brian Dalton asked for an update on this issue and details of how many applications had been made to date and how many applicants had been turned down for assistance.

Overview and Scrutiny Management Committee 28/02/13 – min. no. 67 – chairman’s announcements – Cllr Jeff Osborn sought information on the subject

matter of the two referrals for potential call-ins which had not been taken forward. It was agreed to provide Cllr Jeff Osborn with a written response.

Children's Select Committee 28/03/13 – min no. 66 – Pupil performance in public tests and examinations 2012 - Cllr Helena McKeown expressed concern over attainment levels of year 7 children and which schools they were going to. She was also concerned that local school places were being taken up by children from neighbouring counties. Cllr Lay asked Cllr McKeown to provide her with a written question to enable the matter to be considered at the next Children's Select Committee.

Children's Select Committee 28/02/13 – min no. 67 - Disabled Children and Adults Pathfinder – Cllr Helena McKeown explained that she came across difficulties in getting an assessment for someone who was severely disabled. She asked how information on how to get an assessment was being provided to GP's and parents. Cllr Laura Mayes referred to the DCA Pathfinder report going to Cabinet on 21/5 which she was sure Cllr McKeown would find helpful. Cllr Lay agreed to raise the matter at the Children's Select Committee.

Health Select Committee – a tribute was paid to former Cllrs Burton and Colmer, original members of the Select Committee and who had played a vital role on the Committee.

Licensing Committee – Cllr Seed, former Chairman of the Committee thanked Licensing Committee members for all their hard work particularly as there had been several licensing hearings right up until the elections in May.

Wiltshire Police and Crime Panel – Cllr Britton explained that induction material was currently being prepared for new members on the Panel and that the next meeting would be held on 12 June at Monkton Park, Chippenham.

Wiltshire and Swindon Fire Authority – No questions had been received in respect of the minutes of the Fire Authority.

Appendices

Appendix 1 – Question from Mr Phil Matthews and response (min. no. 31)

Appendix 2 – Area Board membership (min. no. 34)

Appendix 3 – membership of committees (min. no. 34)

Appendix 4 – Councillors' questions and responses (min. no. 37)

(Duration of meeting: 11.10 am - 2.15 pm)

The Officer who has produced these minutes is Yamina Rhouati, of Democratic & Members' Services, direct line 01225 718024, e-mail Yamina.Rhouati@wiltshire.gov.uk

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Wiltshire Council

Annual Council

14 May 2013

Item 9 – Public Participation – Questions from the Public

Question from Mr Phil Matthews

To the relevant Cabinet Member

Question

Healthwatch Wiltshire should have been up and running on the 1st April 2013 following the Cabinet Meeting decision made in October 2012 but it was not. What is the progress to date with regards Healthwatch Wiltshire?

Response

Health Watch was established from 1st April 2013. They have appointed a Chair, Chris Graves and an Executive Board.

Work is ongoing to develop to establish a staff structure and make appointments to posts.

Within the timescales set by government and the employment issues around establishing a new organisation positive progress is being made and the Council is looking forward to a vibrant Wiltshire Health Watch.

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Area Boards: Electoral Divisions

Amesbury Area Board

Electoral Divisions 6

Amesbury East
Amesbury West
Till & Wylde Valley
Durrington & Larkhill
Bulford, Allington & Figheldean
Bourne & Woodford Valley

Bradford on Avon Area Board

Electoral Divisions 4

Holt & Staverton
Winsley & Westwood
Bradford on Avon North
Bradford on Avon South

Calne Area Board

Electoral Divisions 5

Calne Rural
Calne North
Calne Chilvester & Abberd
Calne Central
Calne South & Cherhill

Chippenham Area Board

Electoral Divisions 10

By Brook
Chippenham Cepen Park & Derriads
Chippenham Cepen Park & Redlands
Chippenham Hardenhuish
Chippenham Monkton
Chippenham Queens and Sheldon
Chippenham Hardens and England
Chippenham Lowdon and Rowden
Chippenham Pewsham
Kington

Corsham Area Board

Electoral Divisions 4

Box and Colerne
Corsham Pickwick
Corsham Without & Box Hill
Corsham Town

Devizes Area Board

Electoral Divisions 7

Bromham, Rowde and Potterne
Devizes & Roundway South
Devizes East
Devizes North
Roundway
The Lavingtons & Erlestoke
Urchfont & The Cannings

Malmesbury Area Board

Electoral Divisions 4

Brinkworth
Malmesbury
Minety
Sherston

Marlborough Area Board

Electoral Divisions 4

Aldbourn & Ramsbury
Marlborough East
Marlborough West
West Selkley

Melksham Area Board

Electoral Divisions 6

Melksham Central
Melksham North
Melksham South
Melksham Without North
Melksham Without South
Summerham and Seend

Pewsey and Tidworth Area Committee

Electoral Divisions 6

Pewsey Vale
Pewsey
Burbage & The Bedwyns
The Collingbournes & Netheravon
Ludgershall & Perham Down
Tidworth

Royal Wootton Bassett and Cricklade Area Board

Electoral Divisions 6

Cricklade and Latton
Lyneham
Purton
Royal Wootton Bassett East
Royal Wootton Bassett North
Royal Wootton Bassett South

Salisbury Area Board

Electoral Divisions 8

Salisbury Fisherton & Bemerton
Village
Salisbury Bemerton
Salisbury Harnham
Salisbury St Edmund & Milford
Salisbury St Francis & Stratford
Salisbury St Mark's & Bishopdown
Salisbury St Martin's & Cathedral
Salisbury St Paul's

South West Wiltshire Area Board

Electoral Divisions 5

Fovant & Chalke Valley
Mere
Nadder & East Knoyle
Tisbury
Wilton & Lower Wylde Valley

Southern Wiltshire Area Board

Electoral Divisions 5

Alderbury & Whiteparish
Downton & Ebbles Valley
Laverstock, Ford and Old Sarum
Redlynch & Landford
Winterslow

Trowbridge Area Board

Electoral Divisions 9

Hilperton
Southwick
Trowbridge Adcroft
Trowbridge Central
Trowbridge Drynham
Trowbridge Grove
Trowbridge Lambrok
Trowbridge Park
Trowbridge Paxcroft

Warminster Area Board

Electoral Divisions 5

Warminster Without
Warminster Broadway
Warminster Copheap and Wyllye
Warminster East
Warminster West

Westbury Area Board

Electoral Divisions 4

Ethandune
Westbury East
Westbury North
Westbury West

Appendix 3

Membership of Committees as approved at Annual Council 14 May 2013

Appointment of Committee Members

Strategic Planning Committee (11)

Conservative Group (7)	Liberal Democrat Group (3)	Labour Group (0)	Independent (1)	UKIP (0)
A Davis	G Ansell	-	T. Chivers	-
J Green	N Watts			
C Howard	G Wright			
A Trotman				
C Newbury				
F Westmoreland				
W Moss				
Substitutes:				
S Dobson	T Carbin		E Clark	
P Oatway	G King		D Drewett	
M Douglas	H Marshall		R Hawker	
P Whalley	I West		Jeans	

Area Planning Committee – East (8)

Conservative Group (7)	Liberal Democrat Group (0)	Labour Group (0)	Independent (1)	UKIP (0)
C Howard	-	-	N.Fogg	
M Connolly				
P Evans				
R Gamble				
J Kunkler				
P Oatway				
S Dobson				
Substitutes:			J Osborn	
J Sheppard			E Clark	
P Whitehead			D Drewett	

E Bryant			T Chivers	
C Williams				

Area Planning Committee – North (11)

Conservative Group (7)	Liberal Democrat Group (4)	Labour Group (0)	Independent (0)	UKIP (0)
A Trotman	B Douglas	-	-	-
P Hutton	C Hurst			
C Crisp	H Marshall			
T Sturgis	M Packard			
M Groom				
S Parker				
P Whalley				
Substitutes:				
C Berry	D Allen			
M Champion	G Ansell			
J Lay	S Killane			
H Greenman	N Watts			

Area Planning Committee – South (11)

Conservative Group (6)	Liberal Democrat Group (2)	Labour Group (2)	Independent (1)	UKIP (0)
F Westmoreland	B Dalton	I McLennan	G Jeans	-
C Devine	I West	I Tomes		
R Britton				
J Green				
J Noeken				
R Clewer				
Substitutes:				
B Wayman	P Edge	J Walsh	T Chivers	
A Deane	H McKeown		D Drewett	
L Randall	G Wright		R Hawker	
J Smale			E Clark	

Area Planning Committee – West (11)

Conservative Group (6)	Liberal Democrat Group (3)	Labour Group (0)	Independent (2)	UKIP (0)
C Newbury	T Carbin	-	E Clark	-
R While	J Knight		R Hawker	
A Davis	M Macdonald			
H Pricket				
P Ridout				
J Seed				
Substitutes:				
G Payne	N Blakemore		T Chivers	
L Conley	R Brown		D Drewett	
F de Rhe Philipe	D Jenkins		J Osborn	
K Humphries	G King		H Osborn	

Licensing Committee (12)

Conservative Group (7)	Liberal Democrat Group (4)	Labour Group (0)	Independent (1)	UKIP (0)
P Ridout	D Allen	-	G Jeans	-
J Green	N Blakemore			
P Hutton	T Carbin			
S Evans	C Caswill			
M Hewitt				
L Randall				
S Jacobs				
Substitutes:			Fogg	
E Bryant	G Ansell		E Clark	
H Greenman	B Douglas		D Drewett	
A Davis	J Hubbard		J Osborn	
A Bucknell	M Macdonald			

Overview and Scrutiny Management Committee (13)

Conservative Group (7)	Liberal Democrat Group (4)	Labour Group (1)	Independent (1)	UKIP (0)
R While	J Hubbard	J Walsh	J Osborn	-
A Hill	S Killane			
P Hutton	G King			
P Oatway	M Packard			
P Ridout				
B Wayman				
J Lay				
Substitutes:				
P Whalley	G Ansell	R Rogers	R Hawker	
S Dobson	B Dalton		G Jeans	
J Noeken	H McKeown		H Osborn	
M Douglas	I Thorn		E Clark	

Children's Select Committee (13)

Conservative Group (7)	Liberal Democrat Group (4)	Labour Group (1)	Independent (1)	UKIP (0)
J Lay	P Aves	R Rogers	H Osborn	-
S Jacobs	J Hubbard			
W Moss	C Hurst			
P Whalley	H McKeown			
M Champion				
M Douglas				
S Evans				
Substitutes:	D Allen		D Drewett	
A Davis	N Blakemore	J Walsh	T Chivers	
C Crisp	D Jenkins		R Hawker	
S Parker	L Packard		J Osborn	

Environment Select Committee (13)

Conservative Group (7)	Liberal Democrat Group (4)	Labour Group (1)	Independent (1)	UKIP (0)
A Hill	R Brown	I Mc Lennan	D Drewett	
M Groom	B Dalton			
P Evans	P Edge			
J Green	M Macdonald			
H Pricket				
B Wayman				
J Sheppard				
Substitutes:	B Jones		J Osborn	
A Deane	S Oldrieve	I Tomes	T Chivers	
C Newbury	N Watts		N Fogg	
J Lay	I West		G Jeans	

Health Select Committee (13)

Conservative Group (7)	Liberal Democrat Group (4)	Labour Group (1)	Independent (1)	UKIP (0)
P Hutton	C Caswill	R Rogers	J Osborn	
C Crisp	B Jones			
P Ridout	H Mckeown			
J Noeken	vacancy			
S Parker				
N Philips				
M Douglas				
Substitutes:	P Aves		T Chivers	
M Champion	G King	I Mc Lennan	D Drewett	
J Johnson	J Knight		R Hawker	
S Evans	M Packard		H Osborn	

Standards Committee (12)

Conservative Group (7)	Liberal Democrat Group (3)	Labour Group (1)	Independent (1)	UKIP (0)
J Johnson	D Allen	I Tomes	T Chivers	
J Noeken	T Carbin			
A Bucknell	H Marshall			
P Oatway				
H Greenman				
H Pricket				
C Williams				
Substitutes:	R Brown		R Hawker	
S Parker	C Caswill	J Walsh	E Clark	
R While	C Hurst		D Drewett	
M Douglas	S Killane		G Jeans	

Police and Crime Panel (7)

Conservative Group (4)	Liberal Democrat Group (2)	Labour Group (0)	Independent (1)	UKIP (0)
R Britton	G Ansell	-	R Hawker	
J Johnson	L Packard			
C Howard				
P Hutton				
Substitutes:	T Carbin		E Clark	
S Evans	C Caswill		D Drewett	
C Berry	P Edge		N Fogg	
	I Thorn		J Osborn	

Audit Committee (12)

Conservative Group (7)	Liberal Democrat Group (3)	Labour Group (0)	Independent (1)	UKIP (1)
A Deane	D Jenkins	-	H Osborn	D Pollitt
S Parker	S Oldrieve			
R Britton	L Packard			
S Dobson				
H Greenman				
J Johnson				
J Sheppard				
Substitutes:	T Carbin		T Chivers	
M Hewitt	C Caswill		N Fogg	
P Evans	P Edge		G Jeans	
J Noeken	C Hurst		J Osborn	

Appeals Committee (8)

Conservative Group (5)	Liberal Democrat Group (3)	Labour Group (0)	Independent (0)	UKIP (0)
A Bucknell	N Blakemore	-	-	-
J Smale	B Douglas			
A Davis	S Oldrieve			
C Berry				
A Deane				
Substitutes:	P Aves			
M Hewitt	B Dalton			
F Westmoreland	J Knight			
P Oatway	I West			

Staffing Policy Committee (9)

Conservative Group (5)	Liberal Democrat Group (3)	Labour Group (0)	Independent (0)	UKIP (1)
A Bucknell	J Hubbard	-	-	D. Pollitt
J Smale	D Jenkins			
J Scott	G King			
M Hewitt				
S Wheeler				
Substitutes:	D Allen			
P Hutton	R Brown			
P Evans	M Packard			
A Trotman	I Thorn			

Officer Appointments Committee (5)

Conservative Group (3)	Liberal Democrat Group (1)	Labour Group (0)	Independent (1)	UKIP (0)
J Scott OBE	J Hubbard	-	N Fogg	-
F de Rhe Philipe				
J Thomson				
Substitutes:	P Edge			
S Wheeler	B Jones		T Chivers	
K Humphries	M Macdonald		D Drewett	
L Mayes	H Mckeown		J Osborn	
J Seed			G Jeans	

Pension Fund Committee (5)

Conservative Group (4)	Liberal Democrat Group (1)	Labour Group (0)	Independent (0)	UKIP (0)
A Deane	M Packard	-	-	-
C Howard				
G Payne				
S Parker				
Substitutes:				
R While	D Jenkins			
P Whitehead	I Thorn			
F de Rhe Philippe	G Wright			

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Wiltshire Council

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14 May 2013

Item 15 - Questions from Councillors

From Councillor Ernie Clark, Hilperton Division

To the relevant Cabinet Member

Question 1

With the rebuilding of County Hall, what emergency radio coverage does central Wiltshire now have? Does it have any?

What provision has been made for RAYNET volunteers who used to have equipment and facilities at County Hall? What happened to their stored equipment?

Response

RAYNET is the Radio Amateur's Emergency Communications Network, a volunteer organisation that supports all the emergency services by providing a specialist communications capability. The organisation has confirmed that it would be able to set up and work from a car in the car park of County Hall, if necessary.

The Highways Incident Room is equipped for and uses the County wide radio network to permit communication with Wiltshire Highways maintenance vehicles. This system makes use of transmitters based on one Thames Water and three Home Office sites to give coverage across the County.

Both the Highways Incident Room (Chalfield room) and the adjoining Major Incident Room (Westwood room) have been equipped to enable RAYNET volunteers to provide emergency radio coverage from either room. Some work is outstanding but it is anticipated the works will be complete and will have been tested shortly. RAYNET's Wiltshire County Controller has confirmed that it is satisfied with the provisions being made.

The Westwood room currently also includes the BBC studio, on a temporary basis, which will be re-located back into County Hall when the refurbishment is completed. This will free up an additional mast/antenna for the two rooms.

Equipment stored in the County Hall basement has been moved into storage cabinets, close to the Incident Rooms to make it easily accessible. At the same time the opportunity was taken to dispose of some surplus or obsolete equipment. RAYNET are also advising on the upgrade of some equipment.

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14 May 2013

Item 15 - Questions from Councillors

From Councillor Ernie Clark, Hilperton Division

To Chairman of Standards Committee (once appointed)

Question 2

Now that the Standards Committee has to be politically balanced, it seems to serve little real purpose other than being a political 'platform' for some members. What was the cost of the committee to the council tax payer over the last year? The figure should include allowances paid to non-councillor members of the committee, committee chairman allowance, officer time, paper costs, postage, mileage claims etc. I do not expect the figure to include subcommittee work for hearings etc.

Response

Annual Council at its meeting on 15 May 2012 approved the establishment of a Standards Committee to discharge the Council's functions in relation to the new standards framework under the Localism Act 2011, including the duty to promote and maintain high standards of conduct and the Committee's wider role of oversight of the constitution and complaints handling.

During 2012/13, the new Standards Committee met on 2 occasions, namely 30 July and 24 October.

The cost of the Committee for the period 2012/13 (from inception of the new standards framework on 1 July 2012, excluding assessments, reviews, sub-committees and hearings) was as follows:

Payment to non-voting co-opted members £1120 x 4 =	4480
Chairman's allowance	2517
Postage and printing	120 (approx)
Mileage allowance	287

The cost of providing officer support to the Standards Committee are met within existing salary costs and, apart from travelling costs (as covered above) no additional costs are therefore involved.

Wiltshire Council

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Item 15 - Questions from Councillors

From Councillor Linda Packard, Chippenham Lowden and Rowden Division

To the relevant Cabinet member

Question 3

What provision has Wiltshire Council made for checking the quality of the work undertaken by the contractors who make the repairs to the Highways and pavements in Wiltshire?

Response

The Quality of work produced by contractors is important, and completed work is inspected by experienced highway staff in order to ensure it meets the required standard. On some specialist road and bridge work our highways consultant, Atkins, supervises the work to ensure it is to the correct specification.

Question 4

What are the penalties, financial or otherwise for the contractors if they do not reach the required standard of work?

Response

Where work carried out by the Council's highways contractor does not achieve the required standard the contractor must rectify the fault at their own expense.

Wiltshire Council

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Item 15 - Questions from Councillors

From Councillor Brian Dalton, Harnham Division

To the relevant Cabinet member

Question 5

With the imminent closure of Salisbury Bus Station, very likely in July or August, what solution (short term and long term) is the council providing for displaced buses onto the narrow streets? How many buses an hour are the council expecting to be displaced?

Response

Councillor Dalton will be aware that the bus station is not owned by the Council and that it is the bus company that has decided to sell it.

The Council has identified with the bus companies a number of possible locations for new on street stops, and for places for buses to lay over between journeys. The closure of the bus station will displace 14 buses an hour, and it is considered that as well as the existing on-street stops, this will require provision of four new stops in the city centre. The suggested locations for these are now being investigated for technical and operational feasibility, following which discussions will take place with the bus operators to agree which services will arrive and depart from which stops. No date has yet been confirmed for the closure of the bus station, but the new stops will be in place before this occurs.

The suggested solution will be reviewed with the Salisbury Area Board before any decisions are made. If Councillor Dalton has any suggestions we would appreciate hearing of them.

The development of a plan to respond to the closure of the bus station will be the first phase in a longer term review of traffic in the city centre in the context of other changes that are imminent or proposed, such as the Maltings redevelopment. The solution that will be implemented in the short term will take account of this in order to minimise the need for further reorganisation at a future date.

Item 15 - Questions from Councillors

From Councillor Terry Chivers, Melksham Without North Division

To the Leader of the Council

Question 6

In Sheffield the City Council has recently taken over the running of local post offices under the Sustainable Communities Act. This was a valid proposal under the act because it would help boost the local economy.

This project has been so successful that the Council have now opened a further two post offices, and this model is now being rolled out nationally.

Melksham Post Office could soon be lost from the town Centre as the post office is looking to re-locate it elsewhere. Could Wiltshire Council look at taking over this service and running it from the campus?

This model could also be used elsewhere in the County when town centre post offices are under threat.

Response

A verbal response will be given at the meeting.

Question 7

Many local residents have complained that letters and phone calls to Wiltshire Council are going un-answered. Is this a result of redundancies or just bad management?

Response

It is the result of neither redundancies nor bad management.

Customer Services average monthly telephone connection rate for 2012/13 was 92.1% versus a target of 90%. Letters are answered within 10 days; emails are acknowledged daily and also answered within the 10 days.

Question 8

How many official complaints have been made regarding un-answered mail and phone calls?

Response

The corporate complaints team has not received any formal complaints at Stage 2 of the council's complaints procedure that relate solely to unanswered mail and phone calls. Complaints at Stage 1 of the complaints procedure (informal complaints) are responded to by front line services and are not centrally recorded.

Wiltshire Council

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14 May 2013

Item 15 - Questions from Councillors

From Councillor Jon Hubbard, Melksham South Division

To the Cabinet member with responsibility for Children's Services

Question 9

Could the cabinet member please inform me what the plans are for the £0.5m property purchased on Spa Road in my ward some 3 years ago. Initially we were informed it would be a Children's Home, and the council sought planning permission accordingly.

Next it was to be the 'Aspire' centre, and again planning permission was sought for this.

Now the building sits empty and boarded up.

How much has it cost in rates and insurance for this building to remain empty for over 3 years?

How much, including appropriate provision for officer time, was spent on planning and associated costs for these aborted schemes.

What are the plans for the future of the property?

How does purchasing a residential property and keeping it empty for over 3 years fit in with the council's Empty Home Strategy?

Response

An offer was made for 50 Spa Road that was conditional on receiving planning permission for change of use to a residential care home which was granted in November 2010. The purchase completed in January 2011. A new strategy for creating local placements for young people instead of placing them in residential care was subsequently developed and the property was redesigned as a centre that would provide dedicated support for looked after children and young people. This redesign required a revised planning application which was approved in September 2012.

The running costs associated with this property since its purchase total £14,339 to date which includes minor maintenance, insurance and rates.

A total of £44k has been spent on planning, legal and architects fees (including those legal fees associated with the purchase) and officer time on the two schemes that have been developed for the use of this property.

The future of the property and the next steps for the service is the subject of a meeting between Members (including the Lead Member for children's services) which has been arranged for 13th May 2013.

Wiltshire Council

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14 May 2013

Item 15 - Questions from Councillors

From Councillor Peter Edge, Wilton and Lower Wylde Valley Division

To the relevant Cabinet member

Question 10

Could the Cabinet member please answer the following questions:-

- 1) How much did Wiltshire Council receive for the sale of Nadder Middle School in Tisbury?
- 2) How much did Wiltshire Council pay to buy back the former Nadder Middle School in Tisbury?
- 3) How much did Wiltshire Council receive for the former Wilton Middle School?

Response

- 1) Wiltshire County Council sold the former Tisbury School in 2005 for £525,000 to Thistledown Education Trust.
- 2) Wiltshire Council purchased back the Tisbury School in April 2012 for £610,000 from Thistledown Education Trust.
- 3) Wiltshire Council and Salisbury Diocesan Education Board jointly sold the former Wilton Middle School in July 2010 to Thistledown Education Trust for £1,850,000. These proceeds were split equally between SDBE and Wiltshire Council, with a receipt to Wiltshire Council of £925,000.

Wiltshire Council

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14 May 2013

Item 15 - Questions from Councillors

From Councillor Terry Chivers, Melksham Without North Division

To the relevant Cabinet member

Question 11

Does this ruling group on this Council, agree with the bedroom tax?

Response

A verbal response will be given at the meeting.

Question 12

Can you give me an assurance, those Council tenants that get into arrears due to the bedroom tax won't be evicted?

Response

A verbal response will be given at the meeting.