

# SUMMONS

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Council Meeting (Council Tax Setting Meeting)

Date: 22 February 2011

Time: 10.30 am

Place: Council Chamber - County Hall, Trowbridge

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**PLEASE SIGN THE ATTENDANCE  
BOOK BEFORE ENTERING THE  
COUNCIL CHAMBER**

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

Press enquiries to Communications on direct lines (01225)713114/713115.

This summons and all the documents referred to within it are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

## **PART I**

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

1. **Apologies**

2. **Minutes of Previous Meeting** (*Pages 1 - 42*)

To approve as a correct record and sign the minutes of the last meeting of Council held on 9 November 2010

3. **Declarations of Interest**

To declare any personal or prejudicial interests or dispensations granted by the Standards Committee.

4. **Announcements by the Chairman**

5. **Petitions Update** (*Pages 43 - 46*)

Report by the Head of Democratic Services updating Council on petitions received since the last Council meeting is attached.

No petitions have been received for presentation at this meeting.

6. **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 first page of this agenda for any further clarification.

Questions

To receive questions from members of the public 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 first page of this agenda (acting on behalf of the Director of Resources) **no later than 5pm on Tuesday 15 February 2011**. Please contact the officer named on the first page 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 Councillors prior to the meeting and made available at the meeting and on the Council's website.

7. **By Election - Bromham, Rowde and Potterne** (*Pages 47 - 48*)

To note the report of the Deputy Returning Officer on the results of the Bromham, Rowde and Potterne By-election held on 21 December 2010 when Councillor Elizabeth-Anne Bryant was duly elected.

**BUDGET 2011/12**

**Business Plan & Financial Plan**

Councillors are respectfully reminded to bring with them to the meeting the Business Plan and Financial Plan. These documents can also be accessed on the following link of the Council's website:

<http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CIId=113&MIId=5730&Ver=4>

8. **Wiltshire Council's Business Plan and 2011/12 Budget** (*Pages 49 - 52*)

To consider the Leader's motion on the Business Plan and Financial Plan for 2011-15 and the Budget and council tax levels for 2011/12 following the recommendations of Cabinet from its meeting on 15 February 2011.

Report of the Chief Executive is attached.

The report of the Special meeting of the Joint Overview and Scrutiny Select Committees held on 10 February to discuss the Business Plan, Financial Plan and budget proposals will be circulated.

The following reports are attached:

(some of these reports were previously circulated with the Financial Plan, these have been reproduced in this Summons for ease of reference)

- (a) **Capital Programme Proposals 2011/12 to 2014/15** (*Pages 53 - 62*)
- (b) **Housing Revenue Account Budget and Rent Setting 2011/12** (*Pages 63 - 68*)
- (c) **Schools Budget Proposals 2011/12** (*Pages 69 - 72*)
- (d) **Fees and Charges 2011/12** (*Pages 73 - 82*)
- (e) **Council Tax Resolution**

Due to the timing of the precepting authorities determining their respective precepts, the proposed Council Tax Resolution will be tabled at the meeting.

- (f) **Treasury Management Strategy 2011/12** (*Pages 83 - 106*)

As recommended by Cabinet at its meeting on 25 January 2010. Report presented to Cabinet and relevant extract of Cabinet minutes attached.

### **POLICY FRAMEWORK**

Under its Constitution, the Council is responsible for approving the policy framework of the Council expressed in various plans and strategies.

- 9. **South Wiltshire Core Strategy - Review of Housing and Employment Requirements** (*Pages 107 - 134*)

The Cabinet member for Economic Development, Planning and Housing will present proposals to change the housing and employment requirements in the draft South Wiltshire Core Strategy.

Supporting documents for the South Wiltshire Core Strategy are available separately and can be accessed on the following link of the Council's website:  
<http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=130&MId=944&Ver=4>

Report of the Corporate Director, Neighbourhood and Planning is attached.

- 10. **Wiltshire Local Transport Plan 2011 - 2026** (*Pages 135 - 170*)

The Cabinet member for Highways and Transport will present the Local Transport Plan for adoption by Council. This will be considered by Cabinet on 15 February 2011, the recommendations from which will be provided to Councillors.

Report of the Corporate Director, Neighbourhood and Planning is attached.

The proposed Wiltshire Local Transport Plan is enclosed separately and can be accessed on the following link of the Council's website:

<http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=130&Mid=944&Ver=4>

### **COUNCILLORS' QUESTIONS AND MOTIONS**

#### 11. **Councillors' Questions**

Please note that Councillors are required to give notice of any such questions in writing to the officer named on the first page of this agenda (acting on behalf of the Director of Resources) not later than **5pm Tuesday 15 February**. Questions may be asked without notice if the Chairman decides that the matter is urgent.

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

#### 12. **Notice of Motion 15 - Government Funding of the EU - from Councillors Mike Cuthbert-Murray and Russell Hawker (Pages 171 - 172)**

To consider the attached motion.

### **MINUTES OF CABINET AND COMMITTEES**

#### 13. **Minutes of Cabinet and Committees**

- (a) The Chairman will move that Council receives and notes the minutes of Cabinet and the various Committees of the Council as listed in the Minutes Book enclosed separately.
- (b) The Leader, Cabinet members and Chairmen of Committees will be given a brief opportunity to make any important announcements.
- (c) Councillors will be given an opportunity to raise general issues relating to Area Boards but not specific local issues.
- (d) Councillors will be given the opportunity to raise questions on points of information or clarification on the minutes presented.

### **OTHER ITEMS OF BUSINESS**

#### 14. **Review of Allocation of Seats on Committees to Political Groups (Pages 173 - 174)**

Report by the Service Director, Legal and Democratic Services is attached.

#### 15. **Dates of next meetings**

Recommended:

That Council approve the dates of Council meetings for 2011/12 as follows:

17th May	2011 (Annual)
12th July	2011
8th November	2011
21st Feb	2012 (Council Tax setting)

### **EXTERNAL ORGANISATIONS**

To receive reports from external organisations.

Please note that under the Constitution, Councillors wishing to ask a question in relation to the reports of the Wiltshire Police Authority and the Wiltshire and Swindon Fire Authority are required to give written notice to the officer named on the front of this agenda (acting on behalf of the Director of Resources) no later than five clear days before the Council meeting – **Monday 14 February 2011**.

The documents referred to in the following items 16 (a) and (b) and 17, were previously circulated to Councillors to provide an opportunity to submit any questions within the above mentioned timescale. The documents are also circulated with this agenda for ease of reference.

16. **Wiltshire Police Authority**

To receive and note:

(a) **Minutes of the Wiltshire Police Authority meeting held on 2 December 2010** (*Pages 175 - 182*)

(b) **The report of the Wiltshire Police Authority** (*Pages 183 - 186*)

17. **Minutes of the Wiltshire and Swindon Fire Authority** (*Pages 187 - 190*)

To receive and note the minutes of the Wiltshire and Swindon Fire Authority meeting held on 16 December 2010.

### **PART II**

**Items during consideration of which it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed**

None

Dr Carlton Brand  
Director of Resources  
Wiltshire Council  
Bythesea Road  
Trowbridge  
Wiltshire

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## **COUNCIL**

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### **MINUTES OF THE COUNCIL MEETING HELD ON 9 NOVEMBER 2010 AT COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE.**

#### **Present:**

Cllr Desna Allen, Cllr Richard Beattie, Cllr Chuck Berry, Cllr John Brady, Cllr Richard Britton, Cllr Philip Brown, Cllr Rosemary Brown, Cllr Allison Bucknell, Cllr Jane Burton, Cllr Trevor Carbin, Cllr Nigel Carter, Cllr Ernie Clark, Cllr Richard Clewer, Cllr Christopher Cochrane, Cllr Peter Colmer, Cllr Mark Connolly, Cllr Christine Crisp (Vice-Chair), Cllr Michael Cuthbert-Murray, Cllr Brian Dalton, Cllr Andrew Davis, Cllr Peter Davis, Cllr Tony Deane, Cllr Christopher Devine, Cllr Bill Douglas, Cllr Mary Douglas, Cllr Peggy Dow, Cllr Peter Doyle, Cllr Rod Eaton, Cllr Nick Fogg, Cllr Peter Fuller, Cllr Richard Gamble, Cllr Jose Green, Cllr Howard Greenman, Cllr Mark Griffiths, Cllr Mollie Groom, Cllr Lionel Grundy OBE, Cllr Brigadier Robert Hall (Chairman), Cllr Russell Hawker, Cllr Mike Hewitt, Cllr Malcolm Hewson, Cllr Alan Hill, Cllr Charles Howard, Cllr Jon Hubbard, Cllr Chris Humphries, Cllr Peter Hutton, Cllr Tom James MBE, Cllr George Jeans, Cllr David Jenkins, Cllr Julian Johnson, Cllr Simon Killane, Cllr Jerry Kunkler, Cllr Jacqui Lay, Cllr Howard Marshall, Cllr Ian McLennan, Cllr Jemima Milton, Cllr Francis Morland, Cllr Bill Moss, Cllr Christopher Newbury, Cllr John Noeken, Cllr Jeffrey Ody, Cllr Helen Osborn, Cllr Jeff Osborn, Cllr Sheila Parker, Cllr Graham Payne, Cllr Stephen Petty, Cllr Nina Phillips, Cllr Leo Randall, Cllr Fleur de Rhe-Philipe, Cllr Pip Ridout, Cllr Bill Roberts, Cllr Ricky Rogers, Cllr Judy Rooke, Cllr Paul Sample, Cllr Jane Scott OBE, Cllr Jonathon Seed, Cllr John Smale, Cllr Carole Soden, Cllr Toby Sturgis, Cllr Julie Swabey, Cllr John Thomson, Cllr Dick Tonge, Cllr Anthony Trotman, Cllr Bridget Wayman, Cllr Ian West, Cllr Fred Westmoreland, Cllr Stuart Wheeler, Cllr Roy While, Cllr Christopher Williams and Cllr Graham Wright

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#### **60. Apologies**

Apologies for absence were received from Councillors Mark Packard, Chris Caswill, Laura Mayes, Linda Conley, John Knight, Paul Darby, Keith Humphries, Stephen Oldrieve and Alan Macrae.

#### **61. Declarations of Interest**

No declarations of interest were made.

62. **Minutes of Previous Meeting**

The minutes of the Meeting held on 13 July 2010 were presented.

**Resolved:**

**That the minutes of the last Council meeting held on 13 July be approved as a correct record and signed by the Chairman.**

63. **Announcements by the Chairman**

(a) The Next Four Years – A Presentation

The Chairman explained that the meeting would be adjourned following the conclusion of business under Item No.7 of the Summons, to allow the Leader of the Council to give a presentation to Council and allow discussion on the challenges the Council would be facing over the next four years. Please see the end of minute no. 68 below.

(b) Chairman's Reception 2011

The Chairman confirmed that he would not be holding a Chairman's Reception during his year of office and that such a decision had been taken with the agreement of the Leader of the Council.

(c) Wiltshire Council Civic Carol Service

The Chairman reminded Councillors of their invitation to attend the Council's Civic Carol Service which would be held at St. John's Parish Church, Devizes on Wednesday, 15 December at 7.00 p.m, conducted by the Archdeacon of Wiltshire, the Venerable John Wraw.

Alternatively Councillors were welcome to join the annual Staff Carol Service to be held in the Council Chamber at 1.00 p.m. on the same day. Musicians from the Wiltshire Rural Music School would be providing the musical accompaniment for that celebration and the Reverend Rob Thomas from St. James' Parish Church in Trowbridge had kindly agreed to lead the service.

(d) Remembrance Day Services & Parades

The 2010 Royal British Legion Poppy Launch in Wiltshire was held at County Hall on the 28 October with the Leader and Vice-Chairman of the Council purchasing the first poppies. The Chairman stressed how it was good to be involved with this important and vital fund raising work undertaken by the Royal British Legion, given the strong and valued armed services link to Wiltshire.



The Chairman thanked those Councillors who would be attending Annual Remembrance Day Services and Parades to lay wreaths at war memorials across the County on behalf of Wiltshire Council.

(e) 'Shaping the Future – Being the Best' – Corporate staff awards 2010

The Chairman referred to the first corporate awards held on Monday 27 September at the City Hall in Salisbury to celebrate and recognise the excellent work being done by Wiltshire Council employees. 200 nominations had been received shortlisted to 68 before the judges agreed on the winners which were read out by the Chairman.

On behalf of Council, the Chairman congratulated the winners and those who were highly commended in a variety of categories.

(f) Keith Gale – Lifetime Achievement Award

The Chairman paid tribute to Mr Keith Gale who had been awarded a lifetime achievement award as part of the 'Your Local Hero Awards' run by the Salisbury Journal. Mr Gale had been an active and inspirational youth worker for the Council for over 40 years, and served local government with distinction. The Chairman congratulated him on his award and wished him all the best in his future and ongoing youth work; sentiments which were echoed by other Councillors.

(g) Seminar on the Voluntary and Community Sector

The Chairman reminded Councillors that a seminar on the voluntary and community sector had been arranged to take place in the council chamber following this Council meeting. The Seminar would be focussing on the Council's relationship with the voluntary and community sector and the wide range of work undertaken with them.

64. **Petitions**

(a) **Petitions Received**

Petition – Save Melksham Library

The Chairman reported receipt of a petition organised by Cllr Jon Hubbard, details of which were circulated. The petition with 2,184 signatories called on the Council to keep Melksham's Library located in the town centre and for it not be relocated to a new Melksham campus out of town.

At the Chairman's invitation, Cllr Jon Hubbard presented the petition. He explained that he was generally in favour of the campus proposals which included replacement of out of date facilities for Melksham. He was however,

concerned that such a well used library would be relocated out of town to the detriment of local residents and would entail the loss of a valuable community resource which had only recently been refurbished. He also pointed out that a number of people used the library to access the internet to search for employment following the loss of the Job Centre.

At the Chairman's invitation, Cllr John Noeken, Cabinet member for Resources responded to the petition. He confirmed that as yet, no detailed proposals or costings relating to a potential Melksham campus had been considered or agreed. He also referred to the financial challenges facing councils and the Government's highlighting of the opportunities that savings offered by property rationalisation gave to protecting front line services and providing a platform for improved service delivery.

The Chairman of Melksham Area Board, Cllr Jonathan Seed reassured Council that the majority of Melksham Area Board members saw the campus opportunity as a hugely positive event for local residents. Melksham Area Board would be asked to confirm that the Area Board should be the appropriate body to represent the Melksham Community Area in the consultation with Wiltshire Council on the Melksham Community Area Campus project.

**Resolved:**

**That Council receive and note the petition and that it be referred to Melksham Area Board.**

(b) **Petitions Update**

A report by the Head of Democratic Services was presented which informed Council of the withdrawal of the Government's statutory guidance relating to petitions and gave details of the seven petitions received for the period since the last Council meeting.

It was explained that the statutory guidance relating to petitions was revoked by the Government with effect from 24 September, principally to allow local authorities more discretion on how they deal with petitions. The Council remained legally bound to comply with the minimum requirements of the statutory duty in place to respond to petitions until such time as the relevant legislation was repealed. Council noted that a new e-Petitions facility would be introduced on 15 December 2010 to meet these requirements.

**Resolved:**

**That Council:**

**i) notes the report, the petitions received and the actions being taken, as**

set out in the Appendix to this report;

ii) notes the withdrawal of the statutory guidance relating to how local authorities deal with petitions and

iii) notes the activation of a new e-Petitions facility in advance of the statutory deadline of 15 December 2010 available to all those who live or work in Wiltshire or use Wiltshire Council services.

65. **Public Participation**

There were no requests for public participation.

66. **Wiltshire Anti-Social Behaviour Reduction Strategy and Implementation Plan**

The Leader of the Council presented Cabinet's recommendation dated 27 July 2010 on the adoption of the Wiltshire Anti-Social Behaviour Reduction Strategy.

The Leader explained that she had attended the launch of the Strategy with Wiltshire Police and other partners last week. The Strategy would enable closer partnership working with other partner agencies which would lead to better and more closely co-ordinated efforts.

The Leader urged the Councillors to familiarise themselves with the Strategy and Implementation Plan in order to assist their constituents in tackling anti social behaviour issues in association with partner agencies.

During discussion of the Strategy, concern was expressed by some Councillors that there were insufficient references in both the Strategy and Implementation Plan on the role of Councillors and how they could engage in the process on behalf of their constituents.

Cllr Jeff Osborn also sought information on the circumstances leading to the issuing of a Dispersal Order for the Studley Green area of Trowbridge.

**Resolved:**

- (a) **That Council adopt the Wiltshire Anti-Social Behaviour Reduction Strategy and Implementation Plan.**
- (b) **To inform the Community Safety Partnership of this Council's grave concerns over the lack of member involvement being documented in the Strategy and Implementation Plan and that a response be sought from the Partnership on this issue.**

- (c) That a report on the issuing of a Dispersal Order in respect of the Studley Green area of Trowbridge be provided to Cllr Jeff Osborn and Cllr Helen Osborn.**

### MEETING ADJOURNED

The meeting was adjourned at this point (12.10pm) to allow for a presentation by the Leader of the Council and discussion on the challenges facing the Council over the next four years.

### The Next Four Years: The challenges we face

The Leader reported that work was continuing on a Business Plan that would take a robust and realistic approach to managing the challenges the Council would be facing over the next four years. The Business Plan would focus on:

- making savings necessary following the outcome of the Comprehensive Spending Review (CSR)
- protecting the most vulnerable people in our communities, the local economy and keeping the council tax low
- investing to make improvements and in delivering new services including waste and recycling, leisure, housing and broadband access

Council noted the reduction in Government Grant by 28.4% over the four year period with the reduction front loaded in years one and two and the loss of most ring fenced and specific grants. This would mean the Council needed to find up to £30 million in extra savings in next year's budget and the Leader explained how the savings would be found.

A management review was currently underway to reduce the number of managers by 240 over the next two months. All services areas across the Council were working to identify savings of 12%. Some services would be reviewed over the next four years to maximise efficiencies and savings and make reductions of at least 19%. The purchasing of goods and services would be reviewed which included renegotiating with the contractors to reduce costs and review contracts. Additionally, every effort would be made to increase income wherever possible.

At a time of significant job losses in the public sector, every effort would be made to support the local economy by actively encouraging new employment opportunities in the County.

The Business Plan was constantly being reviewed as more information emerged from Central Government. The Leader acknowledged that the Council's role, its workforce, its responsibilities and how it worked with its communities and partners would undoubtedly change. In this context, the Leader specifically referred to emerging legislation in the form of the Health White Paper, the Adult Care White Paper, the Localism Bill and the Police Bill.

A discussion then commenced which started with contributions from other group leaders and then other members of the Council on the challenges as outlined and the Council's response to them. The Leader responded to the points raised. Councillors appreciated the opportunity to discuss this very important issues.

#### MEETING RECONVENED

The meeting reconvened after lunch at 2.00pm.

67. **Revenue Budget Virement 2010-11**

Cllr Fleur de Rhe Philipe, Cabinet member for Finance, Performance and Risk presented a recommendation from Cabinet dated 19 October 2010 for Council to approve virements from reserves as a way of managing the financial pressures and Government reductions. The report of the Chief Finance Officer was presented which provided background information and explained that there had been a number of unforeseen and extraordinary pressures on the Council's budget. Such pressures included the Government's reduction in Area Based Grant, a confirmed increase in adult social care need and costs associated with the current management review.

**Resolved:**

**That the Council, in line with Financial Procedure Rule 15.7, approve the virements from reserves as highlighted at paragraphs 7 to 9 of the report presented.**

68. **Annual Report on Treasury Management 2009/10**

Cllr Fleur de Rhe Philipe, Cabinet member for Finance, Performance and Risk presented the Annual Report on Treasury Management for 2009/10 for consideration. This would enable Councillors to consider the performance of the Council against the parameters set out in the last approved Treasury Management Strategy. It was noted that the report had been considered and agreed by Cabinet at its meeting on 14 September 2010. Cllr de Rhe Philipe explained that quarterly reports would be presented to Cabinet on the Strategy to enable close monitoring of investments and Prudential Indicators.

In response to a question from Cllr Colmer, Cllr de Rhe Philipe undertook to provide him with a written reply to confirm the amount originally invested with Icelandic banks, the amount recovered, the amount we anticipate in recovering and the amount that would be lost from the Council's original estimate.

**Resolved:**

**That Council notes:**

- a) the actual cash position at the end of 2009-10 against the original forecast for the year;
- b) Prls and other treasury management strategies set for 2009-10 against actual positions resulting from actions within the year as detailed in Appendix A of the report presented and
- c) investments during the year in the context of the Annual Investment Strategy as detailed in Appendix B of the report presented.

69. **Councillors' Questions**

The Chairman reported receipt of questions from Councillors Ernie Clark, Jon Hubbard, Jeff Osborn, Helen Osborn, Nick Fogg, Simon Killane, Trevor Carbin, Peter Colmer, Graham Payne and Ricky Rogers.

Details of the questions and responses given were previously circulated and are attached as Appendix A to these minutes.

Supplementary questions were made in some cases summarised as follows:

Cllr Clark – harmonisation of taxi services – questioned the ability to find a solution to harmonise the service. In the absence of Cllr Keith Humphries, Cabinet member for Health and Wellbeing, it was agreed to provide a written response.

Cllr Clark – ‘Housing Matters’ magazine – asked how many Wiltshire Council tenants had asked for information in a non-English language. The Leader undertook to provide a written response.

Cllr Clark – Chief Executive’s salary – asked why the Leader would not be approaching the Chief Executive on a cut in his pay. The Leader explained that the Chief Executive’s pay had been set at the median line and agreed by all political parties on the Council.

Cllr Clark / Cllr Hubbard – costs of Wiltshire Council branding – Cllr Clark asked for a breakdown of how the reorganisation was saving approximately £18 million per annum. The Leader undertook to provide a written response. Cllr Hubbard queried the comparative costs mentioned in the response and expressed a view that money spent on branding could have been better spent on funding jobs.

The Leader explained that the decision to rebrand following the Council’s decision to change its name to Wiltshire Council had been taken two years ago and in a different financial climate. She also commented that the Council had been open and transparent in detailing the costs associated with the rebranding.

Cllr Hubbard – costs of redundancies under local government reorganisation – questioned why terms and conditions were harmonised up to the best rather than down and how this would compare under new terms and conditions of service.

The Leader replied that the Implementation Executive formed from members of all 5 councils had at the time looked at the issue sensibly and made decisions with help from DCLG. The severance arrangements agreed had been purely for the period of local government reorganisation and it was noted at the time that the arrangements would be subsequently reviewed.

Cllr Helen Osborn – Pedestrian crossing on Bythesea Road/Gateway shopping complex – Cllr Osborn reiterated her concern that it could take an accident to occur for the issue to be addressed and wished to be kept informed.

Cllr Nick Fogg – Pewsey Road Bridge, Marlborough – Cllr Fogg thanked Cllr Tonge for his answer and explained that most of his concerns had been addressed. He questioned whether it was possible to examine lessons learnt following completion of major projects. He also referred to negotiations needing to take place with utility companies prior to a project being undertaken.

Cllr Dick Tonge, Cabinet Member for Highways and Transport confirmed that consultation did take place with Area Boards on major projects in their area. Every effort was made to ensure utility companies completed their works on time during major projects. The issue of costs to local authorities in carrying out remedial repairs following works by utilities had been taken up with the relevant Minister.

Cllr Peter Colmer – Redundancy costs since April 2009 – Cllr Colmer added that the average cost per redundancy based on the written reply equated to £90,000, and asked whether the Leader agreed that the redundancy pay policy had no demonstrable gain and was in conflict with the aims of the move to one council.

The Leader disagreed and stressed that the move to one Council generated £18 million year on year savings. The Council as a unitary authority was in a much better position to weather the current financial challenges than the five former councils would have been. Reducing the five senior management teams to one was always going to cost.

Cllr Peter Colmer – Asked if there was a definite date for the appointment of a full time equivalent Empty Homes Officer.

Cllr Brady explained that the advert for the post was withdrawn in light of the management review currently taking place to provide the opportunity for the post to be filled internally by someone at risk of redundancy.

Cllr Peter Colmer – Accuracy of information at meetings – Suggested that it would be more prudent for Cabinet members to undertake to provide written responses where there was any uncertainty.

Cllr Payne – Shaw Trust/Palmer Gardens, Islington, Trowbridge – Reiterated his concerns to establish ownership. Cllr Thomson agreed to ask officers to investigate the matter further and to keep Cllr Payne informed.

Cllr Ricky Rogers – Appointment of Governors to Salisbury Sarum Academy – Cllr Rogers asked if the method of appointing a Governor in this case would be applied to all other Governor appointments or just for the Bremerton Division.

Cllr Lionel Grundy, Cabinet Member for Childrens' Services explained the circumstances leading to the appointment of a Governor for this Academy.

70. **Executive Business**

(a) **Update from the Leader and/or Cabinet Members**

No reports were made.

(b) **Area Boards – General issues**

Cllr Desna Allen expressed some concerns over the timescale for circulating minutes of the Area Board Chairmen's meeting. Cllr Chris Williams, Portfolio Holder for Communities would look into the matter.

(c) **Scheme of Delegation on Executive Functions**

The Leader of the Council presented a revised Scheme of Delegation on Executive functions details of which were presented. The Leader explained that as part of the review of the constitution, she had taken the opportunity to revise the Scheme to reflect more accurately arrangements for the discharge of Executive functions.

The Scheme documented delegations to Cabinet, Cabinet Committees, individual members of Cabinet, Area Boards, Officers or under joint arrangements. The Leader also reported to Council the establishment of two Cabinet Committees. The Cabinet Capital Assets Committee was responsible for the management of capital assets. The Cabinet Business Rates Relief Committee was responsible for determining applications for business rates relief above a certain threshold. The terms of reference and membership details of both Cabinet Committees were presented.



**Resolved:**

**That Council notes the changes to the Leader's Scheme of Delegation on Executive Functions which would be included as Part 3A of the revised constitution.**

71. **Overview and Scrutiny**

The Chairmen of the Overview and Scrutiny Select Committees were invited to update Council on major activities within their respective Select Committees.

Environment Select Committee

Cllr Mollie Groom updated Council on her Committee's consideration of the following matters:

- The Corporate Director for Neighbourhood & Planning had provided an overview of the Department's priorities for the next 12 months and that this would be reflected in the Committee's work programme.
- Consideration of the Car Parking strategy and Leisure services review in advance of consideration by Cabinet.

Overview and Scrutiny Resources Select Committee

Cllr Jeff Osborn updated Council on his Committee's consideration of the following matters:

- A Task Group had been established led by Cllr Tony Trotman to look at S106 agreements. Cllr Jeff Osborn commented that in order to capitalise on S.106 agreements, the initiative needed to be properly resourced.

Cllr John Brady explained that he had attended a meeting of the S.106 Task group on 8 November and he pledged to resource this area of work as much as possible within budgetary constraints.

Children's Services Select Committee

Cllr Carole Soden updated Council on the Committee's consideration of the following matters:

- Earlier this year a Rapid Scrutiny exercise was undertaken on the review of Special Educational Needs provision.
- The committee intended to carry out a major review of special schools and post-16 educational needs by way of a Task Group with the Committee seeking volunteers to serve on the Task Group.

## 72. **Minutes of Cabinet and Committees**

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

<b>Meeting</b>	<b>Date</b>
Cabinet	27th July, 14th September, 19 October
Children's Services Select Committee	22nd July, 23rd September
Environment Select Committee	6th July, 7th September
Health and Adult Social Care Select Committee	8th July, 9th September
Overview & Scrutiny Organisation and Resources Select Committee	15th July, 16th September
Officer Appointments Committee	27th July, 31st August
Standards Committee	21st July, 22nd September, 26th October
Staffing Policy Committee	28th July, 22nd September, 12th October
Wiltshire Pension Fund Committee	14th July, 15th September, 30th September
Strategic Planning Committee	7th July, 21st July
Audit Committee	30th September
Northern Area Planning Committee	21st July, 11th August, 1st September, 22nd September, 13th October
Eastern Area Planning Committee	22nd July, 12th August, 14th October
Southern Area Planning	15th July, 5th August, 26th August, 16th

Committee	September, 7th October, 28th October
Western Area Planning Committee	14th July, 25th August, 15th September, 6th October, 27th October

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

Cabinet – 19 October 2010 – Minute No. 146. Transformation of Waste and Recycling Collections

Cllr Ian McLennan referred to the Council’s website which explained circumstances which would lead to re-consultation and asked why the views of South Wiltshire appeared to have been dismissed without undertaking a further consultation.

Cllr Toby Sturgis replied that he was not aware of the statement made on the website and would provide Cllr McLennan with a written response.

Children’s Services Select Committee – 23 September 2010 – Minute No. 109 - Laverstock Schools Update

Clarification was sought on the comment ‘It was agreed that this was an Area Board issue’ in relation to the bullet point concerning parking.

Cllr Carole Soden, Chair of the Children’s Services Select Committee replied that there had been much discussion on this at the meeting when the view was taken that it was an Area Board issue given that it was a localised issue. She noted that Cllr Mary Douglas, Chairman of the Salisbury Area Board had taken this on board.

Cllr Mary Douglas offered to discuss this with further with Cllrs Richard Britton and Ian McLennan separately.

Cllr McLennan doubted that the Area Boards had sufficient money to deal with this issue without a financial injection from the Cabinet.

Cabinet – 14 September 2010 – Minute No. 135. Free Swimming Initiative

Cllr Brian Dalton queried Cabinet’s decision to discontinue the Free Swimming Initiative.

Cllr Stuart Wheeler, Cabinet member for Leisure, Sport and Culture clarified that the Council had run the initiative which had been funded from

a specific Government grant. However, since withdrawal of the grant, the Council was unable to fund it as it would cost £500k in a full year, money which the Council did not have.

**Resolved:**

**That the above mentioned minutes be received and noted.**

73. **Wiltshire Police Authority**

The minutes of the Wiltshire Police Authority meetings held on 16 September and 12 October 2010 and report were received and noted. No questions on these documents had been received from Councillors.

74. **Wiltshire and Swindon Fire Authority Minutes**

The minutes of the Wiltshire and Swindon Fire Authority meeting held on 23 September 2010 were received and noted with no questions having been received from Councillors.

75. **Notices of Motion**

(c) **Notice of Motion No. 13 - Landshare - From Councillors Jon Hubbard and Peter Colmer**

The Chairman reported receipt of the following notice of motion from Cllrs Jon Hubbard and Peter Colmer:

‘That:

Council welcomes:

The Landshare website ([www.landshare.net](http://www.landshare.net)) which, is there to connect people who want to grow their own fruit and vegetables, to people who have space to share. It is also a community website that enables people to share knowledge and resources, encourage debate and discussion, plus lower barriers to entry into the “grow your own” movement.

That Council resolves to support this initiative by:

- Putting a link on the council’s website
- Place an article in the next edition of Your Wiltshire promoting ‘Landshare’
- Publicise allotments available in Wiltshire and how to rent one, where necessary working with Town and Parish Councils.
- Publicise the contact details for all allotment societies across Wiltshire’.

Once moved and seconded, Cllr Jon Hubbard was invited to speak to the motion. He explained that the motion was designed to assist the Council in its objective to promote self-sufficiency and he commended the motion to the Council.

The Chairman moved that the motion be debated and this was duly seconded by the Vice-Chairman and on being put to the vote, it was

**Resolved:**

**That notice of motion no.13 be debated**

The Chairman called on Cllr Sturgis to open the debate as the Cabinet member for Waste, Property and Environment before inviting Group Leaders and then opening the debate to other Councillors.

Cllr Toby Sturgis explained that the company mentioned in the motion was a social enterprise which sought to connect those who owned surplus land and those who wished to grow food but did not have land. He confirmed that a link to landshare was already available from the Council's website. Cllr Sturgis moved an amendment to the motion which was duly seconded which he read out to the meeting. On being put to the vote, the amendment was CARRIED and on being put to the vote as a substantive motion, it was

**Resolved:**

**That motion no. 13 be adopted as amended, as follows:**

**That Council welcomes:**

The Landshare website ([www.landshare.net](http://www.landshare.net)) which, is there to connect people who want to grow their own fruit and vegetables, to people who have space to share. It is also a community website that enables people to share knowledge and resources, encourage debate and discussion, plus lower barriers to entry into the 'grow your own' movement.

**That Council resolves to support this initiative by:**

- **Putting information in Your Wiltshire covering Landshare**
- **Listing known allotments and allotment societies**
- **Continuing to consider requests to transfer council owned land suitable for allotments in accordance with our policies.**

(d) **Notice of Motion No. 14 - Daylight Saving Bill - From Councillor Trevor Carbin**

The Chairman reported receipt of the following motion from Cllr Trevor Carbin:

That Wiltshire Council:

Supports the Private Members Bill being put forward by Rebecca Harris MP to introduce double summertime in the UK, and calls on Wiltshire's MPs to support the Bill at its second reading in the House of Commons on December 3rd.

Reasons

1. The change would mean lighter evenings and darker mornings. It would cut Wiltshire's road casualty rate, saving lives and reducing injuries.
2. Britain's major sporting organisations including The Football Association, The Lawn Tennis Association and The England and Wales Cricket Board are in support of the proposal, because it would allow more time for sport especially for schoolchildren via after-school activity.
3. Environmental organisations including 10:10 support the move. The change would save an estimated 5,000 tonnes of CO2 in Wiltshire annually, thus helping the council to meet its environmental objectives".

Having been moved and seconded, the Chairman invited Cllr Trevor Carbin to speak to the motion.

The Chairman moved that the motion be debated and this was duly seconded by the Vice-Chairman. On being put to the vote, the motion to debate was LOST and it was

**Resolved:**

**That notice of motion no. 14 above be deferred until the next Council meeting on 22 February 2011.**

76. **Review of the Council's Constitution**

Mrs Isabel McCord, Chairman of the Standards Committee and Focus Group on the Constitution introduced this item to Council. She gave a brief synopsis of the work undertaken to review the constitution and urged Councillors to adopt the constitution as revised. She also thanked the Focus Group and officers for all their hard work in reaching this stage.

The Chairman presented a report on the outcome of the review of the constitution. Council in previously adopting a constitution for Wiltshire Council did so on the basis that a review would be undertaken into its effectiveness in light of experience after six months of operation. The Standards Committee was requested to carry out the review which it did by establishing a Focus Group on the Constitution to carry out the detailed work required.

The Focus Group comprised a member from each political group on the Council and representatives from the Standards, Audit and Overview and Scrutiny Resources Select Committees. Members of the Focus Group commented that serving on the Focus Group had been a very positive experience and had been an extremely productive exercise.

The Focus Group had recommended a number of changes to the constitution as reflected in the revised draft constitution made available to all Councillors. The Standards Committee held a special meeting on 26 October 2010 to consider the conclusions and recommendations of the Focus Group. The Standards Committee was satisfied with the detailed work undertaken by the Focus Group and drew up a series of recommendations for Council's consideration with a view to adopting a revised constitution. To assist Council, a summary of the main changes being recommended was also presented.

The Chairman referred to the following three issues which remained outstanding:

- Protocol 7 – Media Relations, the Focus Group had asked for this to be redrafted. It was also noted that this document would need to take account of the proposed new Local Authority Code of Recommended Practice on Local Authority Publicity once in place.
- Cabinet member response times – In light of the comments made by the Focus Group and Cabinet members, the Standards Committee had asked this Council to determine the issue believing that it would be useful to include an appropriate timescale for responses.
- Guidance on amendments to motions – As requested by the Focus Group, the Monitoring Officer had produced this guidance for initial consideration by the Chairman of Council and Group Leaders, details of which were presented.

Cllr Stuart Wheeler, member of the Focus Group agreed to answer questions on the review and recommended changes. Cllr Wheeler confirmed that there had been cross party support for the changes proposed. He also explained that further reviews would be required as a result of emerging legislation including the Localism Bill in particular once enacted.

The Chairman circulated a motion which took on board the recommendations of the Standards Committee and the above mentioned outstanding issues and this was duly seconded by the Vice-Chairman and on being put to the vote, it was

**Resolved:**

**That Council:**

- 1. Adopts the following recommendations of the Standards Committee dated 26 October 2010 (this excludes recommendation (iii) relating to the Media Relations Protocol:**
  - (i) To approve the changes proposed to the constitution shown as tracked changes on the draft revised constitution for adoption by Council at its meeting on 9 November 2010.**
  - (ii) To approve for inclusion in the constitution the Protocol on Partnerships, the Protocol on Guidance to Councillors on Outside Bodies and the Protocol on Governance Reporting Arrangements.**
  - (iii) That Council determines the issue of whether or not provision should be made in the constitution in respect of response times by Cabinet members (see 4. below).**
  - (iv) To note the decision of Cabinet dated 19 October 2010 to defer consideration of the review of the Development Control Service until such time as the implications of any changes to the planning system as a result of the Decentralisation and Localism Bill are known. Consequently, the Scheme of Delegation on Planning – Part 3C and the Planning Code of Good Practice for Members of Wiltshire Council – Protocol 4 remain unchanged in the meantime.**
  - (v) To designate the current Scrutiny Manager post as Wiltshire Council’s Scrutiny Officer to be responsible for the statutory functions as defined in Section 31 of the Local Democracy, Economic Development and Construction Act 2009.**
  - (vi) To authorise the Monitoring Officer to make such amendments as are necessary to give effect to decisions of Cabinet, Council or its committees and to ensure that the constitution is clearly presented and legally fit for the purpose of the Council.**
  - (vii) To thank the Focus Group, its Chairman Mrs Isabel McCord and other members of the Council who contributed to the**



**review for all its valuable work in undertaking the detailed work required to carry out the review.**

**(viii) To agree that the Focus Group remains in being to assist with**

- the ongoing review work on the constitution as and when required;**
- producing user friendly summaries of the relevant parts of the constitution for use by members of the public and members of the Council and**
- specifically to review the constitution in light of any changes in the legislation including the proposed Decentralisation and Localism legislation**

**and to amend its terms of reference to reflect the above.**

- 2. To ask the Monitoring Officer, after consultation with the Focus Group on the Review of the Constitution and the Service Director, Policy and Communications to prepare and approve a revised Media Relations Protocol, which takes account of the proposed new Local Authority Code of Recommended Practice on Local Authority Publicity, due to come into effect on 1 January 2011.**
- 3. To ask the Monitoring Officer to approve the ‘Guidance on Amendments to Motions’ following consultation with the Focus Group on the Review of the Constitution for inclusion as an appendix to Part 4 of the Constitution – Rules of Procedure – Council.**
- 4. In relation to the issue of Cabinet Member response times, to include the following as a third bullet point under paragraph 6.8 of Part 12 – Role and Responsibilities of Councillors, applying the provision to all Councillors:**

**‘To acknowledge any enquiries normally within four working days of receipt, and provide a substantive response, where required, within ten working days, if possible.’**
- 5. To agree that the Constitution as revised should come into effect on 1 December 2010 in order to allow time for the document to be updated and formatted and for the changes to be communicated to all concerned.**

77. **Membership of Committees**

The Chairman gave Group Leaders an opportunity to make any necessary changes to committee membership in accordance with the allocation of seats to political groups previously approved by the Council.

The Leader of the Council in her capacity as leader of the Conservative group requested approval of the following changes:

Councillor Bridget Wayman - appointed to the Wiltshire and Swindon Fire Authority

Eastern Area Planning Committee:

Cllr Jemima Milton - appointed as a full member

Cllr Jonathon Seed - appointed as a substitute member

Council acknowledged that the Chairman of Eastern Area Planning Committee would be elected at the next meeting of the Committee when if necessary, a Vice-Chairman would also be elected.

Strategic Planning Committee – Cllr Charles Howard appointed as a full member.

Councillor Jon Hubbard as leader of the Liberal Democrat group requested approval of the following changes:

Wiltshire Pension Fund Committee:

Cllr Mark Packard - appointed as a full member

Cllr David Jenkins – appointed as a substitute

Southern Area Planning Committee:

Cllr Peter Colmer and Cllr Petty to be added as substitutes

Councillor Ricky Rogers as leader of the Labour group requested approval of the following change:

Southern Area Planning Committee:

Cllr Rogers appointed as a substitute

**Resolved:**

**That the above membership changes in respect of the Wiltshire and Swindon Fire Authority, Eastern Area Planning Committee, Strategic Planning Committee, Wiltshire Pension Fund Committee, and Southern Area Planning Committee be approved.**

Meeting duration: 10.30am – 4.10pm  
(which includes adjournments for a presentation and lunch)

Given the time, the Seminar on the Voluntary and Community Sector scheduled to take place on the rising of the Council meeting as mentioned by Chairman under minute no. 63 (g) above would now not take place.

Appendix A – Questions and responses

(Duration of meeting: 10.30 am - 4.10 pm)

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

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

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Council

9 November 2011

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**COUNCILLORS' QUESTIONS**  
**FROM COUNCILLOR ERNIE CLARK**  
**HILPERTON DIVISION**

**TO COUNCILLOR KEITH HUMPHRIES**  
**CABINET MEMBER FOR HEALTH AND WELLBEING**

**Question 1**

Since the inception of 'one council' the administration has been very keen to 'harmonise'. However, eighteen months on it seems odd that each of the ex district council areas still has its own Hackney Carriage hire rates and various times of day when these rates change. I also understand that taxi drivers are still licensed only for their old areas when plying for hire, rather than 'Wiltshire'. Why is this? Also, with diesel costs having escalated, when will the hire tariffs next be reviewed?

**Response**

The issue of the hackney carriage (taxi) and private hire vehicle licensing regime was considered by the Licensing Committee at its meeting on 26 May this year. The report followed an extensive consultation exercise involving all taxi and private hire vehicle licence holders in Wiltshire, as well as a broad cross section of 600 members of the public and other bodies representing disabled users. Meetings were also held with the taxi trade in all four hub areas as part of the consultation process, to gauge their views on the review of the licensing regime.

The Licensing Committee agreed to introduce the following changes from 1 October 2010:

- Introduce a single penalty points scheme for hackney carriage drivers in the Wiltshire Council area
- Harmonise conditions relating to vehicle age
- Phase in changes to harmonise conditions relating to wheelchair accessible vehicles
- Harmonise vehicle inspection checks
- Retain four zones within Wiltshire Council area
- Retain four existing tariffs (fares) within the harmonised conditions, enforcement and administrative arrangements.

On the specific issue of tariffs, there was a considerable difference in the range of the four former district hub tariffs, which reflect the variation in locality and demand (i.e. rural/city/tourism/night time economy hire rates. In addition during all four meetings with the trade it became apparent the trade representatives were opposed to the proposed single tariff. As there was no clear consensus amongst the trade the committee agreed to continue with the four different rates, and to carry out further consultation. This consultation is ongoing at present. A significant additional issue to be aware of is that where the council imposes a new single rate then it is responsible

for the cost of both recalibrating the taxi meters (around £22,500) and for the cost of advertising the changes (approx. £8,000 – £10,000).

The effect of the increase in fuel prices has led to the taxi trade in the north and west areas requesting a review of their tariffs. Drivers in the south and east areas have not asked for any review. A meeting with the trade is planned for 15 November to progress this. Where the trade ask for a review the council is not responsible for bearing any costs.

With regard to the zoning question, the trade survey results showed that 68% of drivers returns wished to retain the four separate zones. This influenced the committee's decision. Drivers who wish to ply for hire across the entire Wiltshire Council area are able to apply to drive in all four zones for a small administrative fee.

**FROM COUNCILLOR ERNIE CLARK**  
**TO COUNCILLOR JANE SCOTT**  
**LEADER OF THE COUNCIL**

**Question 2**

Wiltshire Council produces a magazine titled 'Housing Matters'. Could I please be provided with answers to the following questions relating to this publication.

- a) What is the annual cost of production inclusive of officer time etc.?
- b) Why is there no 'external' advertising?
- c) The back page advises, in four non-English languages, how information on WC can be obtained. What are these four languages and how was the decision made to use these rather than any other non-English language?
- d) The two-page article in the Summer 2010 edition on the council leader was 'different'. I now know that Jane has been 'The Dairy Queen of Blackpool'. However, what serious purpose did this article serve? The recipients presumably receive other WC publications that extol the savings target of 'one council', area boards etc. Why the duplication?

**Response**

a) The production costs below are based on estimates, as staff time includes branding and communication officers, as well as the Housing Tenant Participation Officer.

Annual production cost of design and print	- £20,000
Officer time over a year	- £10,000
Postage for 4 issues	- £ 5,300

Note – to save on postage costs, wherever possible Housing Matters is sent out with the quarterly rent statements.

b) A policy decision was taken by the editorial board (made up of housing staff, tenants, and a leaseholder) not to have advertising. Although selling advertising space would reduce costs, the revenue is likely to be low given the small circulation.

c) The languages are Cantonese, Arabic, Urdu and Polish. These were selected on the basis that they represent the four biggest communities in Wiltshire that do not speak English as a first language. The 2011 Census will provide updated information if these are still the appropriate languages.

d) The background information on me was compiled from an interview I gave to give the feature some human interest, as in the past "Housing Matters" has been criticised for containing an excessive amount of official information. It is recognised that tenants receive other council publications and that there may be some duplication. The housing editorial staff liaises with the corporate communications team to discuss and plan content.

"Housing Matters", is well received by tenants. As the social landlord the council has a legal duty to maintain communication and regularly consult with its tenants. Some of the information is of a statutory nature, i.e. gas appliances servicing and other health and safety advice, notification of Annual General Meetings, the annual tenant's survey and report.

It is widely regarded as best practice for social landlords to send their tenants a regular magazine particularly where tenants have the opportunity to get involved in contributing to the publication and participating in the wider service.

To improve the production process, the communications team is producing some terms of reference for "Housing Matters", and production guidelines. The guidelines will be agreed by the editorial board and the Tenants' Panel in November, and by the Housing Commission. The guidelines will include editorial board membership, forward planning, suitable content, number of pages and frequency, and sign off arrangements.

**FROM COUNCILLOR ERNIE CLARK**  
**TO COUNCILLOR JANE SCOTT**  
**LEADER OF THE COUNCIL**

### **Question 3**

It has been reported in the press that the Chief Executive of the new (unitary) Cornwall Council is to take a 5% pay cut in order to 'lead from the front'.

Is either the Leader, or her Cabinet, thinking of approaching the Chief Executive of Wiltshire Council to see if he will be following this example?

### **Response**

No.

**FROM COUNCILLOR ERNIE CLARK**  
**TO COUNCILLOR JANE SCOTT**  
**LEADER OF THE COUNCIL**

**Question 4**

Could the administration of this council please justify the spending of £475,000 on establishing the Wiltshire Council 'brand' please. Why was it felt necessary for this council to spend so much?

**FROM COUNCILLOR JON HUBBARD**  
**MELKSHAM SOUTH DIVISION**

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

**Question 1**

You will be aware of the recent BBC News article recently which revealed that Wiltshire Council spent £475,000 on rebranding following the merger of the five councils into one, the second highest cost nationally of rebranding exercises by newly formed unitary authorities.

I assume some of this cost included the free pens, shopping trolley tokens and other freebies distributed to the public in an effort to justify the new council. Can you please explain how spending nearly half a million of public money on a name change really represents best value for money?

How come Liberal Democrat controlled councils in Northumberland and Bedford were able to perform similar exercises for a fraction of the cost (£5,776.45 and £19,000 respectively)? Even the highly rural and geographically large new Cornwall Council only spent £65,000 on their rebranding exercise.

**Response to questions from Cllrs Clark and Hubbard**

Wiltshire Council was formed as a new organisation from five separate councils in April 2009.

It was vitally important people knew who to contact from the day the new council was launched – 1 April 2009 – in relation to a council service or to have their say on the services provided.

The Implementation Executive made a recommendation to the former county council not to change the name and to continue as Wiltshire County Council. Full council, however, agreed that the new council should be called Wiltshire Council as it was a



new organisation and, as such, should have a new name and be rebranded to avoid any customer confusion relating to the former five organisations.

Rebranding is a cost that has to be met when organisations are merged and the cost formed part of the transition costs submitted to Government. In the creation of Wiltshire Council this reorganisation is now saving around £18 million a year.

The council was acutely aware of the need to ensure rebranding was undertaken in the most cost effective way possible.

The design of the new brand and the creation of the tag line *where everybody matters* were undertaken in house and with the input from local people - no money was spent on external agencies for this work.

Where possible, stocks of leaflets and stationery were used in the run up to the new council to avoid unnecessary wastage.

Where building, vehicles and other assets had to be rebranded the focus was on those that were most visible to the customer such as refuse freighters and signage at our main public-facing offices.

### **Costs for rebranding**

Parking services incurred a cost of £17,135 as there were statutory obligations to change ticket machines.

Design samples of a new brand = £2,188 - the logo was designed in-house along with letterheads, comp slips and business cards.

The policy was to use up old stock and replace items in a 'business-as-usual' process.

Website rebranding: nil - the websites were redesigned in-house and no specific costs are attached.

Building signs: across five councils - £179,227

Vehicle livery: across five councils' fleets - £90,436 - new vehicles were not purchased and re-spray not done - stickers, were designed to cover old logos.

Uniforms: £113,827 - some service teams at the five councils had uniforms and some didn't - uniforms for frontline staff and those who needed specific clothing items were implemented consistently.

Road signs: £2,366

Internal office signage: £11,395

Refuse and recycling sites: Nil

Parks and gardens: open spaces and play areas - £17,494

Car parks signage - £23,505

The quotes from other councils relate to design costs of a new logo only and not for rebranding. Our comparative cost for logo samples produced was £2,188.

**QUESTIONS FROM COUNCILLOR JON HUBBARD**  
**MELKSHAM SOUTH DIVISION**

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

**Question 2**

Please confirm what the total costs of redundancies would have been for ex-Wiltshire County Council employees if they had been made redundant under the new redundancy scheme employed by the council instead of the special scheme created solely for the purpose of paying off old council staff during and after the transition to one council.

**Response**

There were 11 ex Wiltshire County Council employees redundant as a result of the move to "One Council" (LGR). The total cost of those redundancies based on the redundancy pay policy for LGR was £1,968,066.00. The estimated cost, if the new redundancy pay policy were to be applied is £1,152,028.00. This cost includes the redundancy pay and estimated pension strain costs of the pension being taken early where applicable.

**Question 3**

The Independent on Sunday recently reported on the appointment of former Chief Executive Keith Robinson to the board of directors of consulting firm Charteris. The article made reference to the appointment of Charteris as the consultants employed by the council during the transition to unitary. Obviously we all congratulate Keith on his appointment and wish him well in his new career, but can you please confirm if Charteris are still employed by Wiltshire Council for any work, and if so which contracts and for what values? What was the total amount paid to Charteris for their work during the preparation and transition to unitary?

**Response**

Charteris has a well established business in the provision of advisory services to Local and Regional Government. In common with other consultancy companies, from time to time they seek input from industry figures to help them understand how to develop services within markets. They had formerly had no direct dealings with Keith Robinson with regard to any contractual work at Wiltshire Council but when they heard that he had stepped down from his role as Chief Executive of Wiltshire Council felt that he could be someone who could provide this kind of input.

Keith Robinson is not and will not become a Charteris employee. Charteris pay for his occasional services through a standard contractor agreement.

This question was asked at several points during the transition at the Implementation Executive and at Council and we had to confirm support costs to the DCLG as part of the process. We confirmed every time we were asked, that Charteris were not involved in the transition programme nor the creation of one council.

Charteris are employed currently to work in Adult Care to help transform Social Care (for which Wiltshire received a specific grant in excess of £2.3m), on a call off contract valued up to £900,000 and to help the Council look at transforming other services through Systems Thinking at a call off contract up to £100,000.

Charteris are currently contracted with the council through the AMTEC consortium, of which Charteris are a partner organisation. This was through a robust procurement process being procured under the OGC Buying Solutions framework. This is a national arrangement set up in compliance with all EU-procurement legislation against which all authorities can buy from.

**FROM COUNCILLOR JEFF OSBORN**  
**TROWBRIDGE GROVE DIVISION**

**TO COUNCILLOR JOHN BRADY**  
**CABINET MEMBER FOR ECONOMIC DEVELOPMENT,**  
**PLANNING AND HOUSING**

**Question**

Can the Council please be informed whether it will be involved in a Local Enterprise Partnership?

**Response**

On the 9th June 2010, the Government, CLG and BIS, invited interested parties to submit proposals for the creation of Local Enterprise Partnerships (LEPs). LEP proposals were to be submitted jointly by business and upper tier local authorities and be with Government by 3rd September 2010.

The Wiltshire Strategic Economic Partnership considered the issue at its meeting on the 15th July 2010 and agreed to work jointly with Wiltshire Council on the development of a LEP proposal or proposals that gave best advantage to the business community of Wiltshire. Consultation with over 120 businesses and business representative organisations identified the issues to be championed and what constituted the best economic footprint for any LEP proposal.

Discussions were held with both Gloucestershire and Swindon, and Dorset and Hampshire over the summer months. Given tensions with other partners and competing LEP proposals, neither Hampshire nor Dorset were able to progress a 'Central Southern' LEP to proposal stage, whereas discussions with Gloucestershire and Swindon progressed to a proposal which was submitted within the timescale required.

We were formally informed on the 28th October that whilst our bid had not been given the 'green light', in general it was seen as a strong proposal and with further work, could still come forward as a LEP.

WSEP and Wiltshire Council still wish to see the creation of a LEP with a geographical footprint that recognises the challenges faced by Wiltshire's business community and are consulting with partners prior to any reworked proposal being submitted to Government.

**FROM COUNCILLOR HELEN OSBORN**  
**TROWBRIDGE LAMBROK DIVISION**

**TO COUNCILLOR DICK TONGE**  
**CABINET MEMBERS FOR HIGHWAYS AND TRANSPORT**

**Question**

A number of local people have complained to me regarding the dangerous and confused pedestrian crossings at Bythesea Road to access the new Trowbridge Gateway shopping complex. There is a need for a total re-think of the arrangements.

Are Highway engineers aware of the problem and what action will they be taking to remedy it?

**Response**

In allowing planning permission for retail development on the south side of Bythesea road, there was an inevitable and clearly deliberate change to the function of the street. The previous dominance by car traffic has now been altered by a significantly increased demand from pedestrians. There are presently two controlled pedestrian crossings along the new shopping frontage closely spaced approximately 100m apart. These crossings are well used although it is recognised that pedestrians opt to cross Bythesea Road at many other points. Such activity is a byproduct of Bythesea Road becoming a shopping destination, but has not prompted the need for any significant alterations or additions. There are no recorded injury accidents along that stretch of road which are attributable to those movements.

Further significant development opportunity exists in the vicinity at the Waterside site – as and when we have a better understanding of the shape and scale of any proposals, there will need to be a further review of traffic and pedestrian movement over and along Bythesea Road.

**FROM COUNCILLOR NICK FOGG**  
**MARLBOROUGH WEST DIVISION**

**TO COUNCILLOR DICK TONGE**  
**CABINET MEMBER FOR HIGHWAYS AND TRANSPORT**

**Question**

What lessons, if any, have been learnt from the controversy surrounding the rebuilding of the Pewsey Road bridge in Marlborough?

**Response**

It is common practice to review a project upon completion to identify any process or technical improvements that could be applied in the future. Pewsey Road Bridge Replacement will be reviewed upon completion. I will make sure that Cllr Fogg, other local members and the Town Council are copied in to any report on this.

In addition we will be developing a Network Management Strategy as part of LTP3, following the one year implementation plan, which will seek to make a number of improvements in the way road works are managed to ensure disruption is minimised on Wiltshire's roads.

**FROM COUNCILLOR SIMON KILLANE**  
**MALMESBURY DIVISION**

**TO COUNCILLOR LIONEL GRUNDY**  
**CABINET MEMBER FOR CHILDREN'S SERVICES**

**Question**

Given the statement from MP Michael Gove about Playbuilder funding, can I be assured that those applicants that have been formally awarded grants will now receive the funding they were promised.

Letter from Michael Gove MP supplied by Cllr Killane attached as background information.

**Response**

Year 2 of the Playbuilder Programme was suspended by the Coalition Government in June 2010 and no further activity was allowed to be undertaken until the the outcome of the financial review was known. This was a significant delay of 5 months imposed by the Coalition Government. The financial review outcome was released the last week of October 2010 with permission to continue the programme but with a substantial reduction in the available capital from £595,684 - £372,235. As a result the bids for Year 2 had to be reviewed, using the original site selection prioritisation methodology and matrix, as approved by Cabinet on 22 September 2009. All Year 2 projects were also required to submit to the Playbuilder Project Board by 2 November 2010 detailed plans of the project progress to date, including consultation results. Where the required information was not supplied and/or the project did not have the capacity to deliver by the 31 March 2011 timeframe, the Board were unable to proceed with the projects.

Malmesbury were initially awarded £5k, as they were the last Parish on the matrix to meet the threshold of receiving support, due to another project not being viable this was then increased to £11K. Since being granted the funds In April 2010, despite numerous request for information and numerous requests for contact, Malmesbury Town Council have not engaged with us or provided the information required by the Project Board to assess the viability of their project. The Board were therefore unable to proceed with this project.

**FROM COUNCILLOR TREVOR CARBIN**  
**HOLT AND STAVERTON DIVISION**

**TO COUNCILLOR LIONEL GRUNDY**  
**CABINET MEMBER FOR CHILDREN'S SERVICES**

**Question**

In February this year Wiltshire Assembly of Youth, together with WC officers and councillors, agreed that a county wide system of 'fairer fares' across the primary transport providers would benefit young people using the buses and the companies providing the service as cheaper fares would encourage a greater number of under 18s to use buses.

A 'statement of intent' affirmed: "Over the next six months we will work together towards a 'fairer transport deal' for young people in Wiltshire up to the age of 18." Signatories to the statement included Stagecoach South and Stagecoach Swindon, the Wiltshire and Dorset Bus Co., Wiltshire councillors Richard Gamble and Richard Clewer, David Whewell, WC head of youth work and Liam Tatton-Bennett on behalf of the voluntary sector.

What has been achieved to help young people since these commitments were made?

**Response**

1. The Council has allocated £5000 to each of the Area Boards for locally-devised schemes to improve transport for young people. Some examples of how this has been used are as follows;
  - In the Lavington area, the Youth Development Service worked with young people to plan and set up a pilot scheme for weekend evening transport into Devizes using a community bus. Unfortunately this was not successful due to lack of take up. However, it has been useful in establishing a model that can be used elsewhere to test potential demand. The lack of take up could have been the result of the timing of the pilot in May, at the height of the school exam season, when evenings were light and sunny and when no special attractions were on in the town. Also most trips took place on a Saturday although there is some evidence that Fridays would be more successful.
  - A second pilot along similar lines is planned for the Amesbury area at a different time of year.
  - The Marlborough Area Board are offering free transport (to be provided by youth service minibuses/school minibuses/community minibuses) on a pilot basis for a series of 7 youth events over November and December. They are also commissioning Community First's community transport team to carry out a 'mapping and gapping' exercise, to consolidate previous work done to ascertain young people's transport needs in the Marlborough Community Area; to map the transport services that might be available to meet these; and to ascertain the willingness of young people and other local people to coordinate bookings for, or to drive and chaperone minibus transport.
2. It is suggested that all Area Boards are asked to report on what they have achieved with the money that was given to them, as this would be useful in



tracking progress and identifying successful approaches that might be adopted more widely.

3. Wilts & Dorset have introduced an enhanced young peoples' fares scheme with discounts up to and including age 18, valid at any time of day (their previous policy, which had attracted considerable criticism over the years, was that child fares were only available up to the 15<sup>th</sup> birthday, and were not available before 9.00am on weekdays). This has been funded by reducing the amount of discount offered compared with the previous child fare.
4. Stagecoach West have advised that, as a result of pressure from young people in both Wiltshire and Gloucestershire, they will be offering a promotional 'Mega-weekend' ticket for young people up to and including 18, initially for a trial weekend later this month (19<sup>th</sup> – 21<sup>st</sup> November). This will give unlimited travel on Stagecoach West buses for the whole weekend for a price of £5. If this is successful they intend to repeat the trial for another weekend this winter. If the trials result in increased use without losing income, they will consider a longer term experiment to offer off-peak discount fares for young people up to age 18 (the current age limit for child fares is 16). The company have no plans to offer discounted travel for 16-18 year olds at peak times.
5. There have been discussions with another major bus company (not one of the signatories to the 'statement of intent', and who currently offer child fares up to age 16) who say they can not at present afford to increase the age limit to 18, as they have less scope to offset the cost and can not risk reducing income at a time when they already face significant losses of revenue as a result of reductions in central government funding.
6. The 20% reduction in Bus Service Operators Grant announced in the Spending Review, and the revised guidance on OAP concessionary fares reimbursement recently announced by the Department for Transport that will significantly reduce operators income, is causing great concern in the industry and is likely to result in across the board fares increases and withdrawals of service; in addition to any reduction in local authority funding for bus services. Operators are understandably reluctant to risk losing income given these uncertainties.
7. The draft public transport strategy in the third Local Transport Plan (currently out for consultation) includes in the Implementation Plan an action to encourage voluntary standardisation of the qualifying age limits and the rates of discount on bus fares available to young people. This will be continue to be pursued with the bus operators, although the financial uncertainty facing the industry at the moment may hinder progress.
8. It is also intended to review fares on Council - funded bus services during the coming year, and this will consider adopting a similar approach to that taken by Wilts & Dorset. As stated at the meeting with young people in February, there are no plans to introduce a council - funded concessionary fares scheme for young people due to the cost implications.

9. It is also intended to review fares on Council - funded bus services during the coming year, and this will consider adopting a similar approach to that taken by Wilts & Dorset. As stated at the meeting with young people in February, there are no plans to introduce a council - funded concessionary fares scheme for young people due to the cost implications.

**FROM COUNCILLOR PETER COLMER**  
**CRICKLADE, LATTON & MARSTON MEYSEY DIVISION**

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

**Question 1**

How many employees have been made redundant since the migration to a unitary authority so far? What has the total cost exposure been, segmented by the component parts, redundancy payments, pay in lieu of notice, pension fund contributions etc?

**Response**

The total cost in the 2009-10 accounts for all redundancy and retirements was £9.5m. Note 2 to the accounts of the 2009-10 published financial statements, reported that the exceptional costs of severance relating to the move to "One Council" (LGR) was £7.1m, which can be analysed between redundancy at £6.4m and retirement at £0.7m.

The total costs in the accounts for the financial year 2010/11 to date are £2.2m. An analysis of the balances held in the accounts is shown below:

2009-10

Redundancy & Severance = £7m

Augmented Grants Early Retirement = £0.8m

Retirement Grant = £1.7m

2010-11 to date:

Redundancy & Severance = £1.3m

Augmented Grants Early Retirement = £0.9m

The total number of employees made redundant since April 2009 is 130, of which the total number of redundancies relating to LGR is 62.

**TO COUNCILLOR JOHN BRADY**  
**CABINET MEMBER FOR ECONOMIC DEVELOPMENT**  
**PLANNING AND HOUSING**

**Question 2**

The proposed Localism Bill proposes bringing more empty homes back into use. How effective has the Empty Homes Scheme been in meeting this aspiration?

**Response**

Before the Localism Bill was even proposed, housing recognised that a significant priority for Wiltshire should be about making best use of existing accommodation and this included bringing back into use empty homes. Empty homes are an identified priority in both the draft Wiltshire Community Plan 2011-2016 and the Wiltshire Corporate Plan 2010-14.

Empty properties represent an unacceptable waste of resources at a time when demand for affordable housing is high. Bringing empty homes back into use is of advantage to the community (increasing the availability of housing stock) and the Council (achieving the objective of increasing the supply of housing and preventing the loss of a valuable resource).

Our council tax records from April 2010 show that Wiltshire has a minimum of 1644 homes that have been empty for more than six months. This is a minimum figure because owners do not necessarily apply for the empty property discount for council tax purposes. Because of this empty homes are difficult to identify

There are many reasons why a property might become empty for a long period of time. The houses may be empty pending the outcome of legal proceedings, either through probate or family law, or the owners have perhaps have needed to go into residential care or are incapable of managing their affairs.

Bringing empty properties back into use will increase the amount of housing available and thus reduce the number of individuals in housing need. The advantages of bringing these properties back into use include an increase in housing supply, a potential financial saving as it is often more cost effective to renovate an existing property than to build a new one, and an improvement to the environment of the area, including saving the resources required to build a new property. There are also benefits for the owner of the property as it can provide an income either through rent or sale.

The strategic housing team are currently developing an Empty Homes Strategy which will look closely at the cause and nature of empty homes and the full range of potential measures to bring empty homes back into use as part of. It will also provide a clear approach for officers to deal proactively with properties that are left empty, including seeking information about those properties that do not show up in council tax records. Wiltshire is also working with other councils to model best practice

approaches and to use these as exemplars. This new Empty Homes Strategy will seek to ensure that the different departments of the Council involved in an empty home case will act in a co-ordinated and clear way.

The target is, through Council intervention, to bring back into use 50 long-term empty homes (those empty for more than 6 months) by 2014. The focus of this work is on long-term empty homes, which are defined as those properties whose owners have been in direct contact with the Council on more than five occasions. Achievement of this target is dependant on officer resources being available to implement the strategy.

We have obtained approval to recruit a full time empty homes manager but due to the current management restructures it was agreed we should place this post on hold so that those who are affected will have the option to apply. For the past few months a member of the private sector housing team has been prioritising work related to empty homes and has been able to send letters to nearly all landlords / owners who have an empty home encouraging them to bring them back into use. We are also in the middle of doing a survey with our town and parish councils to try and identify further empty homes in the area so that appropriate action can be made to get them back into use.

Within the corporate plan we now record the total amount of non local authority owned vacant dwellings returned to occupation or demolished during the financial year as a result of action by the local authority. Since April 2010 we have recorded 190 properties being returned to use and anticipate a total of 470 by the end of this financial year.

**TO COUNCILLOR FLEUR DE RHE-PHILIPPE, CABINET MEMBER FOR FINANCE,  
PERFORMANCE AND RISK**

**Question 3**

Why is factually incorrect information being stated in public meetings?

The background to this is that at cabinet on 27<sup>th</sup>. July, I asked if there was any risk to the income stream for car parking as no adverse full year variance was being indicated. The response was that there was no risk as the current position was due to phasing. At cabinet on 18<sup>th</sup>. September I asked the same question as there was now an adverse variance, the cabinet member's response was that this was due purely to VAT changes. I followed up this response with the Finance Department, which confirmed that this response was incorrect, the VAT change only being a minor element of the shortfall

Again at cabinet on 27<sup>th</sup>. July I asked for an explanation regarding the shortfall in income relating to Development Services, the response being that this was due to purely a shortfall in planning applications submitted. I followed up this response with

the Finance Department, which confirmed that this response was incorrect, the planning applications only being one element of the shortfall of income.

### **Response**

When the first monitoring report was provided the period of monitoring was broadly in line with demand but there was a delay in increasing charges that had not filtered through and as such it was forecast the increase would cover the shortfall of lost income. Unfortunately the level of historical records on demand has been limited and as such this has hampered effective demand and forecast analysis. I cannot explain why the later meeting was explained as purely a VAT effect. There was then a further follow up by Central Finance with DNP to investigate the variance which identified the position reported to Members in later months re £500k shortfall projection in car parking and £50k due to VAT rates rising in January 2011 and being absorbed. As far as I can make out this arose largely due to a timing issue of sharing information between Finance teams and briefing the portfolio holder and Cllr Colmer's question. I have addressed the matter and requested that all future reports and briefings are improved both in terms of level of transparency and detail behind. The continued restructure of Finance will also help with improvements in Communications.

Regarding Development Control the issue of shortfall again is complicated by several factors and it is not just a drop in applications, although this is a key factor that has consequential impacts. The cause of the confusion for members is again routed in communication within Finance and I am addressing this and apologise.

**FROM COUNCILLOR GRAHAM PAYNE**  
**TROWBRIDGE DRYNHAM DIVISION**

**TO COUNCILLOR JOHN THOMSON**  
**DEPUTY LEADER & CABINET MEMBER FOR ADULT CARE, COMMUNITIES**  
**AND LIBRARIES**

### **Question**

Are you aware that the Palmer Gardens Charity, the trusteeship of which passed to the Shaw Trust from the former Wiltshire County Council in the mid 1980s, has recently been subsumed into the Shaw Trust Organisation under a Uniting Direction. Can you reassure this council, as the body which was originally vested with the control of the Palmers Garden Charity by the family, that full consultation took place between the Shaw Trust and ourselves or Wiltshire County Council before the merger action took place? If so, what form of consultation took place?

Additionally, can you please reassure me that the land occupied under lease by the Shaw Trust/Palmer Gardens off Islington, Trowbridge will remain in trust on behalf of the young people of Trowbridge for its original purpose (i.e. education of young

people from Trowbridge and district) and will not be sold off for short term expediency?

**Response**

Council officers have researched the records relating to the Palmer Gardens site and can find no evidence to suggest that the council has any legal interest in this property.

After looking at the Palmer Trust web-site, it is reasonable to assume that the family set up a Trust and Wiltshire County Council became a Trustee in the 1970's, however the trusteeship was passed to the Shaw Trust in the 1980's. There is no evidence to indicate that the council ever had any rights of ownership of the land or the buildings on the site.

In that context, the Shaw Trust may not have deemed it necessary to formally consult the council whilst undertaking the Uniting Direction. There have been no formal consultations with officers from Wiltshire Council.

The future of the land therefore would appear to be in the hands of the merged Palmer gardens Trust and Shaw Trust and therefore the Council would have no involvement in the sale or use of the land.

**FROM COUNCILLOR RICKY ROGERS**  
**SALISBURY BEMERTON HEATH DIVISION**

**TO COUNCILLOR LIONEL GRUNDY**  
**CABINET MEMBER FOR CHILDREN'S SERVICES**

**Question**

Appointment of Local Authority School Governors

Why was the long established protocol of local members leading the appointment of local authority school governors to schools in their communities not followed in the appointment of the local authority governor to Salisbury Sarum Academy.

How many of the appointed governors to Salisbury Sarum Academy come from the Bemerton Community?

**Response**

Academies have an Academy trust which is responsible for the land and assets of an academy and is directly responsible for appointing the governing body. It is possible for the members of the Trust Body and the governing body to be the same.

Academy governing bodies are not subject to the same Governance Regulations (constitution, procedures, staffing) as maintained schools. The make-up of an academy governing body is determined by its Articles of Association and the majority of the governing body is appointed by the Academy Trust

The governing body is subject to the trust body which will have the power to seek amendments to the composition of the governing body by seeking amendments to the Articles of Association.

The governors for Sarum Academy were appointed by the trust following nominations. The LA as a sponsor has one governor, the councillor for Lower Bemerton.

In seeking an LA nomination for the governing body the Council's lead officer for the Sarum Academy project tabled a request for a nomination at the LA Academy Board in June 2010. This request was taken forward by the Director of Children's Services for consideration by me as the Cabinet member and the Leader of the Council. The subsequent nomination of the member for Lower Bemerton was supplied to the lead officer and in turn was forwarded to the Academy Trust and accepted.

I have attached details on the appointment of governors for your information:

## **GOVERNORS**

- 45. The number of Governors shall be not less than three but (unless otherwise determined by ordinary resolution) shall not be subject to any maximum.**
- 46. Subject to Articles 48-49 and 64, the Academy Trust shall have the following Governors:**
  - a. up to 3 Sponsor Governors, appointed under Article 50 ;**
  - b. 1 LA governor if appointed under Article 51 ;**
  - c. 1 parent governor appointed under Articles 53-58;**
  - d. up to 2 Governors appointed by Bryanston School;**
  - e. up to 2 Governors appointed by Bath Spa University;**
  - f. 1 staff governor, appointed from among the staff at the Academy;**
  - g. the Principal;**
  - h. any Additional Governors, if appointed under Article 62 ; and**
  - i. any Further Governors, if appointed under Article 63 .**
- 47. The Academy Trust may also have any co-opted Governor appointed under Article 59.**
- 48. The first Governors shall be those persons named in the statement delivered pursuant to sections 9 and 12 of the Companies Act 2006.**
- 49. Future Governors shall be appointed or elected, as the case may be, under these Articles. Where it is not possible for such a Governor to be appointed or elected due to the fact that an Academy has not yet been established or the Principal has not been appointed, then the relevant Article or part thereof shall not apply.**

## **APPOINTMENT OF GOVERNORS**

- 50. The Principal Sponsor shall appoint the Sponsor Governors and may appoint himself as a Sponsor Governor. Bryanston School may appoint up to two Governors. Bath Spa University may appoint up to two Governors.**
- 51. The LA may appoint the LA governor.**
- 52. The Principal shall be treated for all purposes as being an ex officio Governor.**
- 52A. The staff governor shall be elected by the teachers and such other staff as shall be employed by the Academy Trust at the time of the election from amongst their number.**
- 52B. The Governing Body shall make all necessary arrangements for and determine all other matters relating to any election of the staff governor. Any election of the staff governor which is contested shall be held by secret ballot.**
- 52C. Where a vacancy for the staff governor is required to be filled by election the Governing Body shall take such steps as are reasonably practical to secure that all teachers and other staff employed by the Academy Trust at that time are informed of the vacancy and that it is required to be filled by election, informed that they are entitled to stand as a candidate and vote at the election and given an opportunity to do so.**
- 53. Subject to Article 57, the Parent Governor(s) shall be elected by parents of registered pupils at the Academy. A Parent Governor must be a parent of a pupil at the Academy at the time when he is elected.**



**Wiltshire Council**

**Council**

**22 February 2011**

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## **Petitions Update**

### **Petitions Received**

As of 8 February 2011, twelve petitions have been received by Wiltshire Council, since the last Council meeting on 9 November 2010. Further details are shown at Appendix 1 to this report.

No petitions have been received for presentation to this Council meeting.

### **Recommendation**

**That Council notes the petitions received and the actions being taken, as set out in the Appendix to this report.**

**John Quinton  
Head of Democratic Services**

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Record of petitions received between November 2010 (previous Council meeting) – 8<sup>th</sup> February 2011

Received	Topic/Petitioner	No.	Action taken	Outcome
26 <sup>th</sup> October	Minerals Extraction (Mile Elm Sand Stoppers)	1404	Handed to the Chairman at the Calne Area Board who explained that it would be referred to Cllr John Brady the Cabinet member. Democratic Services. Acknowledgement sent 1 <sup>st</sup> November.	Service Department advised. It is usual practice for us to consider the points of objection and record this information along with the numbers of signatories. This information is then used to help inform our consultation reports and the next stages of document preparation
27 <sup>th</sup> October	Save Bromham – Opposition to Mineral Extraction around Calne	508	Acknowledged by Democratic Services 28.10.2010 – referred to Cllr John Brady and Geoff Winslow for response	Service department have advised It is usual practice for us to consider the points of objection and record this information along with the numbers of signatories. This information is then used to help inform our consultation reports and the next stages of document preparation
	Holt Pedestrian Crossing		Posted on the Web 11.11.2010 – open for signing 1.12.2010	
29 <sup>th</sup> November	Figheledean – Street Lighting	26	Acknowledged by Dem Services 29.11.2010. Referred to relevant Community Area Manager to deal with at next Area Board meeting	Response sent to Mr Grice by DSO Area Board
3 <sup>rd</sup> December	Trees in Monkton Park	16	Hard copy received 10 <sup>th</sup> January	This is being dealt with by Peter Gray Trees and Woodlands Officer and Ian Brown Head of Amenity and Countryside who will update the petitioner
8 <sup>th</sup> December	Land at Westinghouse Chippenham	237	Acknowledged by Dem Services 8.12.2010. Referred to relevant Community Area Manager and Dem Services Officer for referral to Chippenham Area Board	Referred by the Area Board to the Service Department for the appropriate action and response
13 <sup>th</sup> November	Pedestrian Crossing at Lake View Quemerford	102	Ack by Dem Services 14.12.2010. Received at Calne Area Board – Referred to Chairman for decision on action to be taken by Area Board Dem Services Officer.	Petitioner updated as follows - The highways working group for the Calne Community Area will be meeting on 1 February 2011 and will consider the petition accordingly. Cllr Crisp or Jane Vaughan, the Community Area Manager,

				will then be in touch to provide a further update.
18 <sup>th</sup> January	Car Parking Charges in Corsham		Electronic petition  Lead petitioner asked to confirm the closure date	
24 <sup>th</sup> January	Traffic Calming in Holbrook Road	136	Acknowledged by Dem Services 25 <sup>th</sup> Jan – Referred to Area Board for decision to be taken	Include in the Speed watch Process. A metrocount will be taken – awaiting results
25 <sup>th</sup> January	Tisbury Library		Petition presented at Cabinet 25.1.2011 when considering Library Review	Referred to Community Services for response.
2 <sup>nd</sup> February	Corsham Campus Consultation	366	Acknowledged by Dem Services 2 <sup>nd</sup> Feb Referred to Area Board for consideration	Petitioner informed that the Campus proposals will be considered at the Cabinet Meeting on the 15 <sup>th</sup> February.
3 <sup>rd</sup> February	Parking Charges in Devizes	4,300approx	Referred to Area Board for consideration	

# DECLARATION OF RESULT OF POLL

Wiltshire Council

## Election of a Unitary Councillor for

Bromham, Rowde and Potterne  
on Tuesday 21 December 2010

I, Jim Waite, being the Deputy Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
BRYANT, Elizabeth-Anne	The Conservative Party Candidate	561 Elected
BRYANT, Patricia Anne	Independent	55
JONES, Andrew Derek Peter	The Labour Party Candidate	74
MORTIMER, Paul	Liberal Democrat	358

\* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	0
B voting for more Candidates than voter was entitled to	2
C writing or mark by which voter could be identified	1
D being unmarked or wholly void for uncertainty	1
E rejected in part	0
Total	4

Vacant Seats: 1

Electorate: 3883

Ballot Papers Issued: 1052

Turnout: 27.09%

And I do hereby declare that, Elizabeth-Anne Bryant is duly elected.

Dated Wednesday 22 December 2010

Jim Waite  
Deputy Returning Officer

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**Wiltshire Council**

**Joint Overview and Scrutiny Select Committees  
10 February 2011**

**Cabinet  
15 February 2011**

**Council  
22 February 2011**

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**Subject: Wiltshire Council's Business Plan and 2011/12 Budget**

**Cabinet member: Councillor Jane Scott OBE, Leader of the Council**

**Key Decision: Yes**

### **Executive Summary**

This is a covering report for two major, linked documents:

- a. The council's business plan for 2011-15, supported by
- b. The council's financial plan 2011-15, which includes the draft budget proposals for 2011/12. The financial plan 2011-15 will form part of the business plan.

Cabinet is asked to endorse the proposals set out in these documents and to recommend approval to the Council meeting on 22<sup>nd</sup> February 2011.

### **Proposals**

It is proposed that Cabinet, subject to scrutiny, makes the following recommendations to Council on 22 February 2011:

- a. To endorse the business plan 2011-15.
- b. To recommend to Council, subject to any considerations raised by Scrutiny, the investments and savings, as set out in sections 5 and 6 respectively of the financial plan, that provides for a net revenue budget in 2011/12 of £329.847 million.
- c. To recommend to Council, subject to any considerations raised by Scrutiny, to set a Wiltshire Council Band D council tax for 2011/12 of £1,222.43 as per section 9 of the financial plan.

### **Reason for Proposal**

The Cabinet needs to make proposals to Council in order to:

- a. Enable the council to set its revenue budget and council tax for 2011/12; and
- b. Provide the council with a strong business plan that sets out its direction for the next 4 years.

**Andrew Kerr  
Chief Executive**

## **Wiltshire Council**

**Joint Overview and Scrutiny Select Committees  
10 February 2011**

**Cabinet  
15 February 2011**

**Council  
22 February 2011**

---

**Subject: Wiltshire Council's Business Plan and 2011/12 Budget**

**Cabinet member: Councillor Jane Scott OBE, Leader of the Council**

**Key Decision: Yes**

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### **Purpose of Report**

1. This is a covering report for two major, linked documents:
  - a. The council's business plan for 2011-15, supported by
  - b. The council's financial plan 2011-15, which includes the draft budget proposals for 2011/12. The financial plan 2011-15 will form part of the business plan.
2. There are separate reports on this agenda that cover recommendations on the Capital Programme Proposals 2011/12 to 2014/15; the Housing Revenue Account budget and rent setting 2011/12; and Fees and Charges 2011/12.
3. Cabinet is asked to endorse the proposals set out in these documents and to recommend approval to the Council meeting on 22<sup>nd</sup> February 2011.

### **Background**

4. Following on from the general election in May 2010 the coalition government has set out to change the role, organisation and resourcing of the public sector. For local government, the changes mean absorbing 28.4% of cuts to our grant aid, more than 300 new pieces of legislation and a completely new partnership landscape. In Wiltshire we also expect a fundamental change in the number of older people and younger people living in our boundaries in the next few years.
5. At this time of year the council sets its budget for the following financial year. The budget setting proposals for 2011/12 are included in the financial plan 2011-15, which also sets out our four year financial plan to support the business plan. The budget proposals include a number of recommendations for Cabinet to consider before it makes recommendations to Council on 22<sup>nd</sup> February.



6. A special meeting of Scrutiny will consider these documents on 10<sup>th</sup> February and so Cabinet will have the benefit of Scrutiny's comments for its meeting on 15<sup>th</sup> February.

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

7. This business plan sets out to describe the way in which we will meet the challenges we face and still meet our main aim of creating stronger more resilient communities and delivering our goals of providing high quality, low cost customer focused services; ensuring local, open, honest decision making; and working with our partners to support Wiltshire's communities.
8. We can do this because we have taken a long term view and maximized the advantage of moving towards one single unitary authority in 2009. We have long term strategies for our key services which form the basis of where we invest. In the areas of waste management, leisure, libraries, older people's accommodation, workplace transformation we have already set out a clear way forward. We have developed a business plan that:
  - Protects our most vulnerable citizens by investing in their services,
  - Invests in the future of Wiltshire by enhancing key service areas,
  - Keeps council tax low, and,
  - Makes the savings that the government requires.
9. This will be achieved by ensuring that our business is fit for purpose and is both efficient and well run. The proposals are set out in the business plan, and these are underpinned financially by the arrangements described in the financial plan. The plan is ambitious and pragmatic and we believe it will set Wiltshire on a sure path to deliver well run local government that will enable our communities to help themselves and support the quality of life and the economy of Wiltshire in these difficult times and beyond.

### **Environmental and climate change considerations**

10. The plan and budget have been developed to support stronger and more resilient communities in Wiltshire, and specifically includes additional investment in Energy Efficiency that will reduce our carbon footprint.

### **Equalities Impact of the Proposal**

11. The business plan sets out Wiltshire's approach to stronger and more resilient communities, to our customers and access to services and information. It contains specific investment to support vulnerable adults and children in Wiltshire. The equalities implications of the long term strategies already approved were considered as part of the development of those strategies. For other proposals in the business plan, services have either carried out equalities impact assessments or where appropriate are doing so as part of developing the detailed arrangements for those proposals.

### **Risk Assessment**

12. The financial risk assessment that supports the business plan and the 2011-12 budget is shown in the financial plan 2011-15. Services have considered risk in developing the proposals for investment and savings

shown in the business plan and these will be reflected in their usual risk management arrangements.

13. The changes that have been made by the coalition government since May 2010 are significant, and further changes to the public sector are expected over the next few years. During 2011/12, we will need to consider whether further changes are needed to our structures and arrangements once the full details of legislative changes have been disclosed by the government. Also, we have only received a two year financial settlement and the business plan may need to change once the settlement for 2013/14 and 2014/15 is known.

### **Financial Implications**

14. The financial implications are set out in the financial plan 2011-15.

### **Legal Implications**

15. The legislation that governs local government is changing significantly and the business plan will be kept under review to see if changes are needed as the changes in legislation are made available and clarified.

### **Options Considered**

16. The business plan sets out the considerable challenges the council faces and the approaches being proposed to tackle those challenges, including meeting increased demand for services in Wiltshire. Although we have only received a two year financial settlement from government we know that further reductions are likely in years 3 and 4, and that the cuts have been front loaded into the first two years. Also the role of the public sector is changing significantly. The business plan therefore sets a strong direction for the next four years, rather than the two years of the financial settlement.

### **Conclusions**

17. The council's business plan, supported by its financial plan 2011/15 and the budget for 2011/12 sets a clear direction for the next four years.

**Andrew Kerr**  
**Chief Executive**

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Report Author: Sharon Britton Service Director, Performance  
sharon.britton@wiltshire.gov.uk

Date of report: 1<sup>st</sup> February 2011

### **Background Papers:**

The following unpublished documents have been relied on in the preparation of this report: various budget working papers in services

### **Appendices**

Draft business plan 2011-15  
Financial plan 2011-15, which includes budget proposals for 2011/12

**Wiltshire Council**

**Joint Overview and Scrutiny Select Committees  
10 February 2011**

**Cabinet  
15 February 2011**

**Council  
22 February 2011**

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**Subject: Capital Programme Proposals 2011-12 to 2014-15**

**Cabinet Member: Councillor Fleur de Rhe-Philipe,  
Finance, Performance and Risk**

**Key Decision: Yes**

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## **Executive Summary**

This report proposes a four year Capital Programme for 2011-12 to 2014-15 of £251.267 million, which maintains funding on Highways at existing levels.

Cabinet needs to consider the Capital Programme proposals and make appropriate recommendations to Council on 22 February 2011.

## **Proposals**

1. It is proposed that Cabinet make the following recommendation to Council on 22 February 2011 which will also be presented to the Joint Overview and Scrutiny Select Committees on 10 February 2011:
  - a) To approve the Wiltshire Council Capital Programme for 2011-12 to 2014-15 as shown in Appendix A.

## **Reason for Proposal**

The Cabinet needs to make the recommendation to Council in order to enable the Council, subject to Scrutiny on 10 February 2011, to set a Capital Programme for 2011-12 to 2014-15.

**Michael Hudson  
Interim Chief Financial Officer**

## **Wiltshire Council**

### **Joint Overview and Scrutiny Select Committees 10 February 2011**

**Cabinet  
15 February 2011**

**Council  
22 February 2011**

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**Subject: Capital Programme Proposals 2011-12 to 2014-15**

**Cabinet Member: Councillor Fleur de Rhe-Philipe,  
Finance, Performance and Risk**

**Key Decision: Yes**

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### **Purpose of Report**

1. To present the proposals made by the Cabinet Capital Assets Committee for Wiltshire Councils capital programme 2011-12 to 2014-15.

### **Background**

2. Following the creation of the new Cabinet Capital Assets Committee (CCAC), Wiltshire Council now has a dedicated strategic committee set up to ensure the effective management of all its assets and to monitor and put forward proposals on the Council's capital programme.
3. This report sets out future projects that the CCAC are proposing to be added to the council's future capital programme at this time, summarises the impact on following the review of the capital programme that was commissioned by the committee and the future process it has agreed for any potential capital projects to be added to the programme.

### **CCAC Review of Approved Capital Programme 2010-11 to 2012-13**

4. A review was commissioned by the CCAC in December 2010 to look at the current approved capital programme with a priority to reduce the impact of the revenue cost of capital. The review was formally reported at its meeting on 10 January 2011.
5. The main priority was to reduce revenue costs and as such projects mainly funded by borrowing were focused upon. The outcome of the review was that no projects were entirely removed from the approved programme, but spending, and thus borrowing, was deferred which subsequently deferred the associated revenue expenditure.

6. The other main outcome to come out of the review was the proposals for future additions capital programme. This was for no further additions to the programme apart from exceptions as set out below.
  - a. Proposals around Campuses (previously leisure) and Waste investments as previously approved by Cabinet.
  - b. Further reports which will outline future spending on Highways and Education projects.
  - c. Any new scheme which clearly demonstrates ongoing revenue savings.
7. With this in mind there are only a limited number of new proposals to be added to the capital programme for 2011-12 to 2014-15. In the future to complement longer term business and financial planning rather than setting the programme on an annual fixed basis the new CCAC will consider and propose amendments to the programme during the whole of the financial year. This will assess at the same time the impact of the whole life costs on the revenue budget during the year. This will improve the flexibility, efficiency and effectiveness of the management of the councils rolling capital programme.
8. The approved programme for 2011-12 to 2014-15, in particular the first year 2011-12, which is shown in Appendix A has been amended to include all revisions and re-profiling covered in the review and during capital monitoring during the financial year.

### **Capital Programme 2011-12 to 2014-15 – New Proposals**

#### **Waste**

9. The Cabinet, on 19 October 2010, and the CCAC, on 10 January 2011, have both previously considered and approved proposals on the transformation of Waste and Recycling Collection services.
10. The capital investment in Waste that is required over the next four years to deliver the transformation is shown below. The capital investment will be funded by additional borrowing, the revenue cost of which has been factored into the revenue budget proposals reported elsewhere on this agenda.

	<b>2011/12 £m</b>	<b>2012/13 £m</b>	<b>2013/14 £m</b>	<b>2014/15 £m</b>	<b>4 year total £m</b>
Waste Transformation	7.761	0.528	0.138	0.138	8.566

#### **Libraries – Radio Frequency Identification technology (RFID)**

11. At its meeting on 25 January 2011 the Cabinet approved the Library Review and in doing so a one off capital investment in 2011-12 of £0.547 million for RFID technology in Libraries to allow increased automation through the use of self service units. This will enable the delivery of the services 2011-15 budget saving target of £0.505 million over the next four years.

## **Digital Inclusion**

12. Included in the Council's proposed Business Plan is a capital investment, through partnerships, to dramatically improve Wiltshire's broadband facilities with the introduction of super fast broadband in remote and populated areas. The Council has identified £16 million of capital investment over a period of four years starting in 2012/13, which equates to £12 million over the Business Plan period.
13. All of this capital investment will be funded from additional borrowing. The revenue costs associated with this investment have been fully accounted for in the revenue proposals. The capital investment required over the four years is shown below.

	<b>2011/12 £m</b>	<b>2012/13 £m</b>	<b>2013/14 £m</b>	<b>2014/15 £m</b>	<b>4 year total £m</b>
Digital Inclusion	-	4.000	4.000	4.000	12.000

## **Campuses (Previously covered under the Leisure Review)**

14. In July 2010 the Cabinet received a paper on the consultation of the future of the Council's indoor Leisure facilities and approved an indicative replacement, refurbishment and devolvement programme which estimated capital investment of circa £117 million over 25 years.
15. After the consultation period ended a further report was presented to Cabinet at its December 2010 meeting which explained how the refined proposals would be delivered as part of the Workplace Transformation Programme. This will widen the scope and purpose of the proposals to now include the specification of leisure facilities within campuses, and the planned improvements to facilities considered part of the Council's overall operational estate.
16. As yet no detailed business case has been presented which determines the level of capital investment required for the first tranche of campuses over the four years' of the programme and business plan.
17. The revenue business plan has allowed for project management costs based on campus principles to be proposed by Cabinet for approval. It has also accounted for revenue costs associated with capital investment but based on the original Leisure Review proposals in June 2010 which estimated £30 million over the first four years.
18. This proposal has been put forward as a commitment for future capital investment and thus is shown in the revised programme, with a business case being brought back to CCAC which will outline the investment required in full, not just for the first four years but over the whole life of the project. As such the capital programme set out in Appendix A includes £30m as was previously outlined in the initial Leisure Review proposals.

## **Workplace Transformation Programme (WTP)**

19. The capital monitoring report presented to CCAC at its formal meeting on 7 February 2011 states the requirement to reintroduce £1.025 million originally set aside in the BMP project line as a contribution to the previous Hub Strategy, which preceded the WTP.
20. A monitoring report presented to Cabinet on 23 February 2010 removed this contribution for the capital programme as at the time the BMP project had finished and WTP had assumed the scope of the Hub Strategy.
21. WTP Project managers have now assessed the original contribution to the Hub Strategy and have confirmed that the contribution is still required within the scope of the WTP scheme. Therefore £1.025 million will be required to be added back to the programme against the WTP line as originally planned.
22. There is nil impact on the revenue budget for this reintroduction as the reprofiling of the County Hall refurbishment over 2011/12 and 2012/13 will mean the revenue impact can be subsumed within the overall revision of the programme and is thus accounted for in the Business Plan proposals.

## **Highways and Education**

23. As per the outcome of the capital programme review carried out and reported to CCAC at its formal meeting on 10 January 2011, further reports on Highways and Education projects are required, and following these any proposals by the CCAC will be put to Cabinet and recommended on to Council to amend the capital programme as appropriate.
24. In building up the proposals for the capital programme, assumptions have been made prior to these reports for these areas, as detailed below:
  - The existing programme remains as is for projects up to 2010/11 that slip into 2011/12, but that the funding for projects that was previously undertaken by supported borrowing has now been switched to grant funding as per the settlement announcement for 2011/12 and 2012/13.
  - Any projects that were previously 100% grant funded have now also been amended to reflect grant levels as per the 2011/12 and 2012/13 settlement e.g. Devolved Formula Capital has been revised down to £1.641 million from an indicative £7.160 million.
  - Although grants are now un-ringfenced, capital investment will be carried out up to the level of the government grant received in the areas designated i.e. Highways and Education, subject to any amendment following the future reports being considered by CCAC.
25. The impact on both Highways and Education (excluding academies) can be summarised in the table below, which compares the original budget for 2010/11 (excluding slippage from 09/10) which was financed by a mixture of supported borrowing and government grant, to the proposed base funding in 2011/12 which will be financed by the government grant.

	2010/11 £m	2011/12 £m	Change £m
Education	32.599	17.749	(14.850)
Highways	18.211	16.932	(1.279)

26. To maintain capital investment on Highways schemes in 2011/12 at the same levels as 2010/11 a further £1.279 million is required. This has been added to the proposed programme as additional funding which will be financed from borrowing. The full £18.211 million funding will be detailed out in the future paper to CCAC, but will result in the Highways maintenance element of the Highways funding being increased by £0.669 million.
27. The revenue impact of this switch in funding from supported borrowing to government grant will help to generate savings of circa £1.4 million. This, on top of any deferral of capital investment arising from the capital programme review, has been factored into the revenue budget proposals.

### **Funding the Capital Programme**

28. Funding of the Capital Programme is available from a number of sources. The table below summarises the source of funding for the proposed capital programme and details the additional borrowing required for the new proposals outlined in the report.

<b>Estimate of Funding Sources over the next four years</b>	<b>£ million</b>
Grants and Contributions (inc. Revenue & HRA)	117.643
Capital Receipts	38.446
Borrowing	44.066
<b>Sub Total</b>	<b>200.155</b>
<b>New Proposals:</b>	
Additional Borrowing	51.112
<b>Total Funding</b>	<b>251.267</b>

### **Grants and Contributions**

29. As per paragraph 23 to 26 in the report in specific relation to Highways and Education projects, all known government grant funding has been reflected in the proposed programme, and where applicable estimates on future funding.
30. Included within this line is any council revenue contribution, S.106 contribution and also Housing Revenue Account contributions, which have a nil impact on the Council's overall programme i.e. 100% funded.

### **Capital Receipts**

31. An estimate of capital receipts has been made for the next four financial years and is detailed in the table below. To allow for effective management of the programme and its funding no capital receipt is ring-fenced to fund a specific project within the programme

<b>Receipt classification</b>	<b>Receipt Generated</b>
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	<b>£m</b>
Farms	7
Workplace Transformation Programme	17
Sales already commenced	14
<b>Total Receipts in Programme</b>	<b>38</b>

32. Receipts have been appraised based on a detailed analysis and due diligence by Strategic Property Services and the Central Finance team. This has then been incorporated into the model which details the financing of the overall capital programme.
33. Any approval of an alternative use of these assets will reduce the projected capital receipt and have a knock on revenue impact unless equivalent reductions of capital investment are made in the programme. A regular report is taken to the CCAC which monitors and assesses the progress being made with regards to capital receipts.

### **Borrowing**

34. The settlement has brought about a major change in future borrowing as previous projects within Highways and Education that depended on Supported Borrowing have now had the funding switched to government grant funding. The impact of this on those schemes has been covered in paragraphs 23 to 26 of the report.
35. The impact to the overall council programme is summarised in the table. This compares the total capital investment and borrowing over the three years that was approved by Council last February (2010) to what is being recommended to Council to approve this February (2011) but over the next four years.

	<b>3 years approved Feb 2010 £m</b>	<b>4 years proposed Feb 2011 £m</b>	<b>Change £m</b>	<b>Change %</b>
Existing Borrowing	86.557	44.066	(42.491)	(49%)
Additional Borrowing	53.164	51.112	(2.052)	(4%)
Total Capital Investment	285.638	251.267	(34.371)	(12%)

36. The Prudential code of Local Authority Accounting has existed since 2004 and allows Local Authorities more flexibility in borrowing including setting their own borrowing limit. This allows for a reasonable degree of borrowing within the context of affordable, prudent and sustainable capital investment plans. To demonstrate that authorities have fulfilled these objectives, the prudential code sets out the indicators that must be used and the factors that must be taken into account when calculating the indicators. This has been covered in the Annual Treasury Management Strategy 2011-12 that went to Cabinet on 25 January 2011.
37. All revenue costs associated with borrowing for capital investment have been factored into the revenue budget and business plan.

## **Risk Assessment**

38. Active management and intervention in the Capital Programme will be maintained through the Cabinet Capital Assets Committee at a strategic level. The Corporate Leadership Team will ensure management of the risks inherent in the programme through delegation of projects down to service directors.
39. Capital Budget monitoring reports will continue to be taken to Cabinet Capital Assets Committee on regular basis.

## **Equalities Impact of the Proposal**

40. Each new proposal put forward will have its own equalities impact assessed by the officers responsible for the project.

## **Environmental Implications of the Proposals**

41. Each new proposal put forward will have its own environmental implications assessed by the officers responsible for the project.

## **Financial Implications**

42. The financial implications are implicit in the report and the consequences have directly fed into the completion and setting of the Council's revenue budget and business plan.

## **Legal Implications**

43. None have been identified as arising directly from this report.

## **Reasons for Proposals**

44. The proposals seek to match available resources, consistent with current policies to priority projects, annual allocations and commitments to set a balanced Capital Programme which is affordable over the next three years.

## **Proposals**

45. Approve the proposals for the Wiltshire Council Capital Programme for 2011-12 to 2014-15 as shown in Appendix A.

**Michael Hudson**  
**Interim Chief Financial Officer**

Report Author: Andy Brown

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Unpublished documents relied upon in the production of this report:       None  
Environmental impact of the recommendations contained in this report:   None

Appendix A: Proposed Capital Programme 2011-12 to 2014-15

# Detailed Capital Programme and Funding Sources 2011/12 to 2014/15

Scheme name	Proposed Budget 2011/12 to 2014/15					Funding available			
	2011/12 budget	2012/13 Budget	2013/14 Budget	2014/15 Budget	Total budget	Grants and Contributions	Capital Receipts	Borrowing	Total Funding
	£m	£m	£m	£m	£m	£m	£m	£m	£m
<b>Education schemes</b>									
<b><u>Continuing schemes</u></b>									
Wellington Academy	10.453	-	-	-	10.453	10.382	0.071	-	10.453
Sarum Academy Salisbury	11.802	5.700	-	-	17.502	15.515	1.987	-	17.502
Additional Accommodation	13.676	8.472	-	-	22.148	16.944	5.204	-	22.148
NDS Maintenance & Modernisation	8.034	7.923	-	-	15.957	15.957	-	-	15.957
Devolved Formula Capital	1.641	1.354	-	-	2.995	2.995	-	-	2.995
<b><u>Slippage of schemes into 2011/12 finishing in 2011/12</u></b>									
Access and Inclusion	0.523	-	-	-	0.523	-	0.523	-	0.523
DCSF Primary Capital Programme	3.199	-	-	-	3.199	3.199	-	-	3.199
DCSF Targeted Capital 14-19 SEN	4.815	-	-	-	4.815	4.815	-	-	4.815
Other Projects New Schools	1.966	-	-	-	1.966	0.362	1.604	-	1.966
Other Schools Projects - Expansions	0.949	-	-	-	0.949	0.251	-	0.698	0.949
Other Schools Projects - Replacements	0.430	-	-	-	0.430	-	-	0.430	0.430
	<b>57.488</b>	<b>23.449</b>	<b>-</b>	<b>-</b>	<b>80.937</b>	<b>70.420</b>	<b>9.389</b>	<b>1.128</b>	<b>80.937</b>
<b>Highways schemes</b>									
Base funding to be allocated	16.932	16.481	-	-	33.413	33.413	-	-	33.413
Additional funding to be allocated	1.279	-	-	-	1.279	-	-	1.279	1.279
<b><u>Slippage of schemes into 2011/12 finishing in 2011/12</u></b>									
Additional Highway Maintenance	0.500	-	-	-	0.500	-	-	0.500	0.500
Major Highway Improvements	0.241	-	-	-	0.241	-	-	0.241	0.241
	<b>18.952</b>	<b>16.481</b>	<b>-</b>	<b>-</b>	<b>35.433</b>	<b>33.413</b>	<b>-</b>	<b>2.020</b>	<b>35.433</b>
<b>Property schemes</b>									
WTP	30.589	23.398	-	-	53.987	-	17.495	36.492	53.987
Buildings Repair & Maintenance	2.265	2.265	-	-	4.530	-	1.565	2.965	4.530
Leisure & Amenities	0.590	-	-	-	0.590	-	0.590	-	0.590
	<b>33.444</b>	<b>25.663</b>	<b>-</b>	<b>-</b>	<b>59.107</b>	<b>-</b>	<b>19.650</b>	<b>39.457</b>	<b>59.107</b>

# Detailed Capital Programme and Funding Sources 2011/12 to 2014/15

APPENDIX A

Scheme name	Proposed Budget 2011/12 to 2014/15					Funding available			
	2011/12 budget	2012/13 Budget	2013/14 Budget	2014/15 Budget	Total budget	Grants and Contributions	Capital Receipts	Borrowing	Total Funding
	£m	£m	£m	£m	£m	£m	£m	£m	£m
<b>Housing schemes</b>									
Disabled Facilities Grants	2.500	2.500	1.555	-	6.555	2.320	4.235	-	6.555
Corporate other housing grants	0.816	0.775	-	-	1.591	1.591	-	-	1.591
New Housing	3.295	-	-	-	3.295	2.301	-	0.994	3.295
HRA - refurbishment of council stock	3.750	3.750	-	-	7.500	7.200	-	0.300	7.500
	<b>10.361</b>	<b>7.025</b>	<b>1.555</b>	<b>-</b>	<b>18.941</b>	<b>13.412</b>	<b>4.235</b>	<b>1.294</b>	<b>18.941</b>
<b>Other schemes</b>									
Revenue & Benefits IT System	0.750	-	-	-	0.750	-	0.750	-	0.750
Waste Vehicles	1.895	-	-	-	1.895	-	1.895	-	1.895
Waste Management	0.677	-	-	-	0.677	-	0.677	-	0.677
Land Drainage	0.500	-	-	-	0.500	-	0.500	-	0.500
Carbon Reduction	0.500	0.500	-	-	1.000	-	1.000	-	1.000
Planning IT System	0.350	-	-	-	0.350	-	0.350	-	0.350
Adult Social Care Strategy - Older People	0.398	-	-	-	0.398	0.398	-	-	0.398
Adult Social Care Strategy - Mental Health	0.167	-	-	-	0.167	-	-	0.167	0.167
	<b>5.237</b>	<b>0.500</b>	<b>-</b>	<b>-</b>	<b>5.737</b>	<b>0.398</b>	<b>5.172</b>	<b>0.167</b>	<b>5.737</b>
<b>Subtotal before additional schemes</b>	<b>125.482</b>	<b>73.118</b>	<b>1.555</b>	<b>-</b>	<b>200.155</b>	<b>117.643</b>	<b>38.446</b>	<b>44.066</b>	<b>200.155</b>
<b>Additional schemes approved</b>									
Waste Transformation	7.761	0.528	0.138	0.138	8.565	-	-	8.565	8.565
Digital Inclusion	-	4.000	4.000	4.000	12.000	-	-	12.000	12.000
Libraries RFID Technology	0.547	-	-	-	0.547	-	-	0.547	0.547
Campuses	5.000	10.000	10.000	5.000	30.000	-	-	30.000	30.000
<b>Total 4 year programme &amp; financing</b>	<b>138.790</b>	<b>87.646</b>	<b>15.693</b>	<b>9.138</b>	<b>251.267</b>	<b>117.643</b>	<b>38.446</b>	<b>95.178</b>	<b>251.267</b>

**Wiltshire Council**

**Joint Overview and Scrutiny Select Committees  
10 February 2011**

**Cabinet  
15 February 2011**

**Council  
22 February 2011**

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**Subject: Housing Revenue Account Budget and Rent-Setting  
2011/2012**

**Cabinet Member: Councillor Fleur de Rhe Philippe – Finance, Performance  
and Risk**

**Key Decision: Yes**

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## **Executive Summary**

The report outlines the main points concerning the Housing Revenue Account, including changes resulting from the Government's rent restructuring policy and the HRA reforms that are planned for 2012/13.

## **Proposal**

It is recommended to Council that:

- (a) The HRA Budget for revised 2010/2011 (revised) and 2011/2012 (original) is approved.
- (b) Councillors approve the increase for dwelling rents in accordance with rent restructuring.
- (c) Councillors approve an increase of 4.6% for service charges.
- (d) Councillors approve that there be no increase to garage rents to avoid an adverse effect on void rates.

## **Reason for Proposal**

The Housing Revenue Account (HRA) is a separate account that all local authorities with housing stock are required to maintain by law. An annual rent increase complies with discretionary government guidelines on rent restructuring

**Michael Hudson – Interim Chief Finance Officer**

## Wiltshire Council

### Joint Overview and Scrutiny Select Committees 10 February 2011

Cabinet  
15 February 2011

Council  
22 February 2011

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**Subject:** Housing Revenue Account Budget and Rent-Setting  
2011/2012

**Cabinet Member:** Councillor Fleur de Rhe Philipe – Finance, Performance  
and Risk

**Key Decision:** Yes

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### Purpose of Report

1. To set the Housing Revenue Account budget and agree rent and service charges for 2011/2012.

### Background

2. The Housing Revenue Account (HRA) is a separate account that all local authorities with housing stock are required to maintain by law. This account contains all transactions relating to local authority-owned housing. It is a ring fenced account and it is not legal to have a deficit on the account

### Main Considerations for the Council

#### Revenue Budget – Revised 2010/2011 and Original 2011/2012

3. The HRA Budget for 2011/2012 is attached at Appendix A, together with a further statement showing the movement from 2010/2011 original estimate to revised budget and the movement from 2010/2011 original estimate to the original estimate for 2011/2012.
4. Assuming that rents are increased in line with the proposals set out in 5 & 6 below, the original budget for 2011/2012 shows that income does exceed expenditure and that there will be a contribution to HRA balances of £0.411m before adjustments. A contribution of this level would result in a projected balance as at 31 March 2012 of £10.656m after the adjustments detailed in this report. The adjustments include using a total of £3.5m of reserves between 2010/11 and 2011/12 as agreed by Councillors for the building of new council housing, will be reflected in an increase to the HRA asset valuation within the Council's balance sheet.

The HRA business plan shows that this balance is required as it is forecast for future years under the current subsidy regime. Furthermore the Government's proposal for Councils to have self-financed housing revenue accounts is due to receive Royal Assent in July through the Localism bill. We anticipate that this change will improve the business plan position to enable service enhancements and the level of maintenance. This will be fully modelled following the release of the self-financing figures for the new HRA regime which dismantles the current subsidy system.

#### Rent Restructuring

5. In line with government policy, all Councils and Registered Social Landlords are expected to set their rents using the rent restructuring formulae to meet a target rent by 2012/2013. This was brought back in from the 2023/2024 target in 2008/09 which had been delayed from the original convergence deadline of 2011 and subsequent target of April 2015. The rent for each of the Council's HRA dwellings has been calculated in accordance with the rent restructuring guidance.
6. The effect in 2011/2012 is to increase the formula or target rent by £3.80 per week (5.1%). Applying the transitional arrangements means that the average rent increase for April 2011 will be £2.59 per week calculated on a 50 week basis or 3.3%, against a national average of 6%. At individual property level rent increases range from 1.6% to a rise of 4.8%, with no rent increasing by more than the national maximum of RPI plus 0.5% + £2 per week, from last year's rent.

#### Service Charges and Utility Recoveries

7. Upon reviewing service charges that are currently made to sheltered tenants and leaseholders it is necessary to increase these in line with inflation to cover the anticipated utility and service costs for 2011/12 by the 4.6% inflation factor.
8. From the recent housing inspection it was recommended that service charges be introduced for those tenancies which currently receive communal services. This was brought to the attention at a recent tenants panel where it was recommended that communal services were expanded to all flatted properties. To cost these services individually will require further work and therefore after consultation with tenants we anticipate these new service charges will be introduced as soon as possible and therefore are not reflected in the budget due to the uncertainty. These will further increase the viability of the HRA business plan.

#### Garage Rents

9. For the 2011/2012 budget garage rents are not increased to avoid any further increases in void levels. The future of the use of garages is being considered in the wider context within the Housing asset management strategy.

### Capital Programme

10. The detailed Capital (Planned Maintenance) Programme for the HRA has been previously brought to Cabinet as part of the 5 year programme.
11. Housing Management plans to seek approval to procure a new housing computer system as recommended by the Housing Commission in response to a recent Audit Commission report. A business case for the new system has already been put together. Soft market testing suggests that this will cost around £400k for the system itself and around £300k for implementation. This would be met from the HRA reserves and is not part of the adjustments for use of reserves as detailed in this report. This will be considered through the Capital Assets Committee early in 2011-2012.

### Improvement Plan

12. As a result of the recent housing inspection an improvement plan has commenced to implement service enhancements as recommended by the report. A budget of £250k has been allocated between 2010/11 and 2011/12 to implement these improvements and is contained within the Supervision and Management budget.
13. Housing is currently in the process of repackaging the delivery of day to day and planned maintenance services. It is likely that these will come into force in 2012/13 where any potential savings from current rates will be included in future budgets. A recent value for money review of the day to day service identified that the current service is provided at a low cost.

### Reserves

14. The reserves are at a high level because of future demands on the service and will need to be used to ensure the stock is kept and maintained at a reasonable standard.

### **Environmental Impact of the Proposal**

15. None have been identified as arising directly from this report.

### **Equalities Impact of the Proposal**

16. The proposals do not have a disproportionate impact on any particular groups of people.

### **Risk Assessment**

17. Prior to the implementation of the HRA self-financing reforms, adherence to the Government Rent Structure policy minimises risks by avoiding possible financial penalties through the subsidy system.
18. The business case for the new housing management system that is being proposed has identified that no extraordinary risks apply in the delivery of this project. Security of information and data will be protected by strict



adherence of Wiltshire's security policy. All aspects of the project will comply with Wiltshire's Health & Safety and Risk Awareness policy. Daily project management and risk/issue reporting will identify known/unknown and potential problems, and report these to the project board for categorisation, prioritisation, logging and mitigation.

### **Financial Implications**

19. These are contained within the report.

### **Legal Implications**

20. Whilst local authority landlords are not subject to any statutory control in respect of any rents that they charge the Government's rent restructuring policy provides for the guidance of calculation and capping of rents.

**Michael Hudson**  
**Interim Chief Finance Officer**

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Report Author: Derek Streek

Head of Housing Management  
[derek.streek@wiltshire.gov.uk](mailto:derek.streek@wiltshire.gov.uk)  
Tel No. : 01722 434351

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Unpublished documents relied upon in the production of this report:	None
Environmental impact of the recommendations contained in this report:	None

Appendix A: HRA Budget 2011/2012.

2009-10		2010-11	2010-11	2010-11	2011-12
Actual Outturn	Service	Original Budget	Latest Approved Month 6	Revised Estimate	Original Estimate
£		£	£	£	£
	HRA Expenditure				
48,600	Provision for Bad Debts	30,000	30,000	30,000	48,600
3,574,000	Capital Financing Costs	3,690,650	3,690,650	3,690,650	3,831,933
1,700	Rent Rebates	85,130	85,130	258,240	46,940
7,556,300	HRA Subsidy Payable	7,449,760	7,449,760	7,449,760	8,384,230
4,579,800	Repairs & Maintenance	4,971,400	4,971,400	4,969,080	5,014,880
300	Rents, Rates, Taxes etc.	2,550	2,550	2,550	2,550
570,400	Supervision & Management Special	706,810	831,810	705,520	671,780
2,749,000	Supervision & Management	3,140,130	3,140,130	3,257,230	3,290,472
<b>19,080,100</b>		<b>20,076,430</b>	<b>20,201,430</b>	<b>20,363,030</b>	<b>21,291,385</b>
	HRA Income				
(138,000)	Interest	( 214,620)	(214,620)	(214,620)	(125,370)
(20,745,600)	Rents	( 21,153,930)	(21,153,930)	(21,153,930)	( 21,577,105 )
<b>(20,883,600)</b>		<b>(21,368,550)</b>	<b>(21,368,550)</b>	<b>(21,368,550)</b>	<b>(21,702,475)</b>
<b>(1,803,500)</b>	<b>Total Housing Revenue Account</b>	<b>( 1,292,120)</b>	<b>(1,167,120)</b>	<b>(1,005,520)</b>	<b>(411,090)</b>
(10,942,000)	Housing Revenue Account Balance				
(1,803,500)	Balance Brought Forward	(12,745,500)	(12,745,500)	(12,745,500)	(11,509,590)
0	Contribution (to)/from Revenue Account	(1,292,120)	(1,167,120)	(1,005,520)	(411,090)
	Use of reserves for New Build Project	2,241,430	2,241,430	2,241,430	1,265,000
<b>(12,745,500)</b>	<b>Balance Carried Forward</b>	<b>(11,796,190)</b>	<b>(11,671,190)</b>	<b>(11,509,590)</b>	<b>(10,655,680)</b>

**Wiltshire Council**

**Cabinet**

**15 February 2011**

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**Subject: Schools Budget Proposals 2011/12**

**Cabinet Members: Councillor Fleur de Rhé-Phillipe – Finance, Performance and Risk  
Councillor Lionel Grundy – Children’s Services**

**Key Decision: Yes (as part of Budget Proposals)**

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## **Purpose of Report**

1. To present the recommendations from the Wiltshire Schools Forum in respect of the Dedicated Schools Budget for 2011/12.

## **Background**

2. Schools Forum met on 2 February to consider budget proposals for 2011/12. The estimated Dedicated Schools Grant (DSG) for 2011/12 is £273.117 million after adjustments for Academies. This estimate is based on September pupil projections, the final grant will reflect January 2011 pupil numbers and will be notified to the Authority in June 2011.
3. Accounting rules for DSG allow for carry forward of over or underspends against DSG in to the following year. It is the policy of the Council that any variance against DSG is retained within the schools budget and does not contribute to or draw against the Council’s general fund balance. Budget monitoring for 2010/11 indicates an underspend of £2.369 million for the current year which may be carried forward to 2011/12. The projected underspend arises from savings on external placements for pupils with special educational needs and underspends against the Early Years Single Funding Formula for 3 and 4 year old provision. This projection is based on early information on the uptake of the extended free entitlement to nursery provision for 3 and 4 year olds and will be updated as January uptake is known, however it is expected that there will be a significant underspend even when the early years figures are updated.
4. The report on the Council’s Business Plan outlines the main elements of the schools funding settlement for 2011/12. Key implications are a 0% inflationary increase and a minimum funding guarantee for schools of -1.5%. A number of former specific grants have been rolled in to DSG and are no longer ringfenced. Some former standards funds have ceased completely, including the ICT Harnessing Technology Grant which has been used to fund broadband connectivity across schools. The cost of the contract with South West Grid for Learning will now need to be met from the schools budget.

## Main Considerations for the Council

5. Cost pressures to be met from the schools budget have been agreed as follows:

	<b>£m</b>
Broadband Connectivity (contract with SWGfL)	1.726
Free entitlement for 3 & 4 year olds (increase from 12.5 to 15 hours per week)	3.184
Revaluation of the Age Weighted Pupil Unit (AWPU) for reception age pupils to reflect the new requirement to make full time provision	0.469
New School Allowance (Sarum Primary School)	0.100
Young People's Support Service – to meet the cost of statutory provision for excluded pupils	0.290
<b>Total</b>	<b>5.769</b>

6. In line with the principles behind the review of Special Educational Needs (SEN) previously approved by Cabinet, it has been possible to release £1.450 million from centrally held SEN budgets to delegate to maintained schools in Wiltshire. A large proportion of these savings have been released from the Independent Special Schools budget and reflect success in reducing the number of young people to being placed in external provision, with needs increasingly being met within Wiltshire schools.
7. These savings have been allocated as follows:

	<b>£m</b>
Fully fund the agreed formula for Resource Bases in mainstream schools (Complex Needs, Speech & Language, and Autism centres)	0.100
Increase the Band Values within the Special Schools formula to fully fund the agreed activity led funding model	0.174
Increase funding delegated to mainstream primary schools to meet needs of pupils with SEN	1.176
	<b>1.450</b>

8. Savings of £0.845 million have been identified within central DSG funded budget as part of the Council's management review and in response to the deduction of Local Authority Central Expenditure Grant (LACSEG) for academies.

9. In order to fund its priorities a Schools Budget of **£274.653 million** is recommended by Schools Forum. The proposals require £1.536 million to be contributed from the 2010/11 underspend in order to balance the schools budget for 2011/12. Schools Forum have further recommended that in order to mitigate the risk of utilising one off reserves, savings proposals of at least £1.6 million should be developed for implementation in 2012/13.
10. Cabinet should consider the budget proposals presented in this report, and make appropriate recommendations to Council on 22 February 2011.

### **Equality and Diversity**

11. None have been identified as arising directly from this report.

### **Legal Implications**

12. The Schools Forum makes recommendations to Cabinet in relation to the schools budget, the final budget will be agreed by Council.

### **Risk Assessment**

13. The recommended schools budget is based on an estimate of the level of DSG to be received by Wiltshire Council. It is possible that the final DSG will be higher than the current estimate and therefore further funding will be available in 2011/12. It is equally possible, however, that the estimate of DSG is too high and priorities will not be affordable. The final level of grant will not be confirmed until June/July 2011 and there is a statutory requirement to issue budgets to schools by 31<sup>st</sup> March. Funding regulations allow for a surplus or shortfall in DSG to be dealt with in year or rolled forward to the following financial year.
14. The budget requires a contribution from the projected balance to be rolled forward to 2011/12. Budget projections for the current year indicated that the underspend in DSG will exceed the contribution required however there is a risk that this underspend will decrease if there is increased take up of the free entitlement for nursery provision for 3 and 4 year olds. At this stage it is estimated that there will be sufficient funds rolled forward to 2011/12 to balance the budget.
15. The estimate of DSG is based on known academy conversions for 1<sup>st</sup> April. It is expected that there will be further conversions for 1<sup>st</sup> April and during the financial year. For each further academy conversion there will be an in year reduction in DSG as part of the LACSEG recoupment. Work to transform services and develop new traded activities with academies and maintained schools is ongoing.

## **Financial Implications**

16. The recommended schools budget is £274.653 million. This will be funded from the Dedicated Schools Grant and from balances rolled forward from 2010/11. The budget needs to be spent in accordance with the school finance regulations.

## **Proposals**

17. It is proposed that Cabinet agree the overall schools budget of £274.653 million

**Michael Hudson**  
**Interim Chief Finance Officer**

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Report Author:  
Liz Williams, Head of Finance (Children & Education)

## **Background Papers**

The following unpublished documents have been relied upon in the production of this report: None

## **Appendices**

None

**Wiltshire Council**

**Joint Overview and Scrutiny Select Committees  
10 February 2011**

**Cabinet  
15 February 2011**

**Council  
22 February 2011**

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**Subject: Fees and Charges 2011/12**

**Cabinet Member: Councillor Fleur de Rhe-Philippe  
Finance, Performance and Risk**

**Key Decision: Yes**

## **Executive Summary**

This report details the budget proposals for 2011-12 for fees and charges across the council.

## **Proposal**

To approve the fees and charges as included in the revenue budget proposals for 2011/12.

## **Reason for Proposal**

Cabinet are aware of the fees and charges, as detailed in Appendix 1, and that they have been incorporated into the revenue budget proposals for 2011-12.

**Michael Hudson  
Interim Chief Finance Officer**

**Wiltshire Council**

**Joint Overview and Scrutiny Select Committees**

**10 February 2011**

**Cabinet**

**15 February 2011**

**Council**

**22 February 2011**

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**Subject: Fees and Charges 2011/12**

**Cabinet Member: Councillor Fleur de Rhe-Philippe  
Finance, Performance and Risk**

**Key Decision: Yes**

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**Purpose of Report**

1. This report details the range of fees and charges that are included within the budget proposals for 2011-12.
2. In summary the proposed level of Fees and Charges income for 2011-12 is £53.910 million compared to £60.479 million in 2010-11. This is a reduction of £6.569 million between the two years, the main reason for this shift has been a technical accounting reclassification of income arising from changes in International Accounting Rules, that was previously classified as fees and charges in 2010/11 but has now been categorised as other income e.g. internal charges to the Housing Revenue Account £1.169 million, charge to the Pension fund of £1.228 million.
3. The general guidance was to raise discretionary fees and charges, where the customer has a choice, by 1% above inflation which for budget setting used Consumer Price Index (CPI) indices at 3.4%, therefore equating to a 4.4% increase.
4. It should be noted that although discretionary fees and charges may have been increased in line with the guidance other factors e.g. economic and demographic have impacted on the proposed budgeted income, and these have all been factored into the base budget proposals for 2011-12.
5. Fees and Charges represent a significant source of income to the Council. In some cases Fees and Charges make a full contribution to the cost of the relevant Services, whilst in others they make a part contribution.



6. It is important that fees and charges are set an optimal level which balances a range of issues including:
  - a. Market conditions, demands and trends (including the current economic climate)
  - b. Inflationary cost pressures
  - c. Policy priorities across the Council such as social inclusion, anti-poverty and equality impacts
  - d. User needs
  - e. Strategic powers of charging
  - f. Legal requirements, notification requirements and other statutory obligations
7. This report presents the fees and charges 2011-12 after consideration of the above issues as incorporated into the 2011-12 revenue budget proposals.

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

8. Like all authorities, the Council is experiencing financial constraints which are likely to increase from 2011-12 onwards. This increases the importance of a clear income strategy for Fees and Charges.
9. Since Wiltshire Council was established on 1 April 2009, work is continuing to ensure that Fees and Charges are harmonised where appropriate. The Council will incorporate its strategy on Fees and Charges as part of the financial plan.

### **Statutory Fees and Charges**

10. There are a range of Fees and Charges which are governed by statute over which the Council has no discretion to change the rates and alter income levels.
11. This report sets out below, by department, an explanation of the major streams of income that have been included in the revenue budget proposals for both statutory and non statutory fees and charges.

#### **Department of Neighbourhood and Planning**

Highways & Streetscene Services - £1.718m

12. There are a wide variety of services which are chargeable within this area including; markets, skips and scaffolding licences, cemetery fees, public conveniences, Gypsy site rents and charges.

Car Parking - £9.292m

13. Car parking fees have been scrutinised and approved within the Council's parking strategy. The fees set for 2011-12 are in line with the policy approved by Cabinet at its meeting in December 2010.

Leisure Services - £4.877m

14. Leisure services charge for all activities and courses which are undertaken at each leisure centre, including all fees for swimming, sports hall hire, squash courts, fitness facilities, pitch hire and tennis courts.
15. The fees and charges are set locally, and differ between hubs and individual Centres. The overall increase for fees and charges for 2011-12 has been set on average at 1% above CPI as in line with the guidance.
16. It has been decided not to harmonise fees and charges at this time due to the complexity and number of differing fees and charges. Each leisure centre competes in a local market against private facilities, and must therefore be mindful of this competition when setting its fee structure. The quality of centres varies considerably and is reflected in the charges. In addition, facilities in two districts are outsourced and therefore fees are set externally.

Strategic Highways - £0.632m

17. The main charges under this service include those levied under the New Roads and Streetworks Act to regulate the works of utility companies on the highway and supervision fees paid by developers under Section 38 agreements relating to estate roads. There is also a smaller amount of income from road safety driver training courses.

Passenger Transport - £0.735m

18. The largest item of income is from the 16+ student travel pass. Other income is from other non statutory school transport, this is denominational transport and transport of non entitled children where spare seats are available on school buses.

Waste Services - £2.898m

19. This income is made up from commercial waste collection, garden waste collection (pending the introduction of a county-wide free garden waste service during 2012) and other miscellaneous charges e.g. bulk waste collection.

Housing – £0.332m

20. Income derives from the Care Connect service providing lifelines to vulnerable tenants and also fees from the Kingsbury Hostel.

Development Services - £4.708m

21. This includes income from planning fees of £2.309 which is mainly charges for planning applications. Planning applications fees are mainly set nationally, although discretionary fees are being introduced from 2011-12 for pre application advice. The budget has been set at a lower level than for 2010-11 reflecting the actual income levels achieved during the current year in which the economy has remained subdued.
22. Building control charges represent £1.576m of the Development Services income. The setting of charges for Building Control works has been devolved to local authorities by the Secretary of State, and therefore Wiltshire Council has discretion over its charging structure. The Building Control service sets fees as part of a wider Wessex Group, under the Local Authority Building Control brand. The Group regularly reviews charges and ensures consistency over the charging structure within the geographic area of Wessex. The Building Control service operates within a competitive market.
23. Land charges account for £0.823m of the Development Services income. Fees for the LLC1 (Register of Local Land Charges) and the CON29 (Enquiries of Local Authorities) are all set locally. There is significant competition in this area from private sector search agents. As with planning fees the budget has been set lower than for 2010-11 reflecting the actual income achieved during the current year.

Business Support - £0.018m

24. Income is generated from a new charge for processing applications to change highways to allow vehicle access.

#### Department of Community Services

Adult Social Care - £15.549m

25. The vast majority of charges levied within Adult Social Care are non-discretionary. Charges for residential care are determined in accordance with statutory regulations. Each person has a financial assessment which determines the fee level. Domiciliary care fees are also subject to a financial assessment which covers allowable expenses and disposable income.

Libraries, Heritage & Arts - £0.637m

26. This is income collected from fines on overdue library books, photocopying and also from the hire of audio visual equipment such as DVDs. In addition, it includes income for the use of services, such as archaeological services.

Department of Wellbeing and Health

27. Public Protection encompasses a large number of activities for which licensing is required, such as hackney carriage, liquor, petrol, animal passports, gambling, and temporary event notices. In addition, the pest control service comes within this remit.
28. The increase in fees and charges is determined in a number of ways. Where there is an element of discretion, then the increase will depend upon the nature of the service. In a competitive market, such as Pest Control, the prevailing market conditions will determine any price sensitivities and therefore any increases.
29. For other services, such as some of the licensing functions, the fees can be set after appropriate consultation. Benchmarking exercises with other neighbouring authorities are carried out to enable reasonable comparisons with similar services. For the 2011-12 budget an average increase of 1.0% above inflation has been proposed.

Department for Children and Education

Schools & Learning Branch - £2.865m

30. This income includes the training and conference income charged by Urchfont Manor and Braeside in order to offset running costs. Also included are charges made by the Council to individual schools that have their own delegated budgets. This is agreed under the Right Choice regime and no increase has been proposed for 2011/12 as there has been no inflationary increase to the schools funding settlement. This covers fees within DCE but also recharges of costs within Human resources, payroll and other support functions.

Commissioning & Performance Branch - £1.267m

31. This income includes charges to schools for the Sickness Supply Cover Insurance Scheme. Premiums are calculated based on the staffing profile in individual schools who join the scheme.

Targeted Services - £0.518m

32. This income includes £0.198 million income from schools and youth clubs in to the Youth Development Service. Also included is £0.300 million income from charges to schools for preventative work by the

Young Persons Support Service. Again, this has not been increased because schools have received no inflationary increase.

#### Department of Resources – £6.735m

33. The majority of income relating to Resources can be broken down into four main revenue streams, as detailed below, all of which are self explanatory.
- Commercial Property & Farm Rental Income - £3.678 million
  - Right Choice income from schools - £0.800 million
  - Payroll services - £0.675 million
  - Registration & Licence fee income - £0.659 million
34. Other sources of income to the department include revenue raised from advertising and sponsorship of £0.370 million and external legal work of £0.223 million.

#### Equalities Impact of the Proposal

35. In considering fees and charges, we have taken into consideration the existing equality priorities identified through public consultation as set out in the Equality Strategy. The budget has ensured we protect and safeguard the most vulnerable in our communities and also invest in many areas to improve lives and access to services for all the people of Wiltshire. The anti-poverty strategy will also ensure we protect people in Wiltshire.

#### Legal Implications

36. There will be legal implications in some service areas e.g. car parking regarding the notification and consultation on fee increases. These will be addressed by the relevant department.

#### Risk Assessment

37. In setting the 2011-12 revenue budget proposals assumptions have been made about the demand for services proposed, where the level of Fees and Charges is proposed to increase.
38. There is a risk that demand for services will differ from the assumptions made and income levels fall below that which is anticipated. This would create a cost pressure which would have to be managed and mitigated by the services concerned as part of the normal budget monitoring process.
39. There is also a risk that external factors e.g. economic and demographic could change beyond the boundaries of those factored into service assumptions on the budgeted level of income to be

received. Again this would have to be managed and mitigated through the monthly budget monitoring process.

### **Financial Implications**

40. The financial implications are incorporated as part of the revenue budget proposal 2011-12 report.

**Michael Hudson**  
**Interim Chief Finance Officer**

Report Author: Andy Brown

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Unpublished documents relied upon in the production of this report: None  
Environmental impact of the recommendations contained in this report: None

Appendix 1: Detailed fees and charges budgets per department.

**Appendix 1 - Detailed analysis of Wiltshire Council Fees and Charges Budget 2011-12**

<b>Dept</b>	<b>Service</b>	<b>Description</b>	<b>£m</b>	
<b>DNP</b>	Highways & Streetscene	Street cleansing	0.214	
		Skips	0.155	
		Cemeteries	0.205	
		Skip & scaffolding licensing	0.048	
		Markets & Fairs	0.360	
		Enforcement	0.016	
		Allotments	0.008	
		Public conveniences	0.313	
		Cesspool Emptying	0.024	
		Shop-mobility	0.014	
		Misc income	0.057	
		Gipsy -Sites-Service Charge	0.079	
		Gipsy Sites- Rents	0.225	
		Car Parking	Car Parking charges	9.292
		Leisure	Leisure centre income	4.877
		Strategic Highways	Street works charges	0.393
			Road Safety income	0.039
		Passenger Transport	Section 38 supervision fees	0.200
			16+ income	0.497
			Denominational transport	0.118
	Waste	Spare seat income	0.120	
		Waste commercial	2.115	
		Garden Waste	0.717	
	Housing	Bulky Waste & other charges	0.066	
		Hostel income	0.082	
	Development Services	Lifeline income	0.250	
		Building Control fee income	1.576	
Business Services	Development Control fee income	2.309		
	Land charges income	0.823		
	Dropped Kerbs	0.018		
<b>Subtotal</b>			<b>25.210</b>	
<b>PHWB</b>	Public Protection	Fees & Charges Licencing etc	1.038	
	Health and Wellbeing	Other income	0.050	
<b>Subtotal</b>			<b>1.088</b>	
<b>DCS</b>	Older People	Client Contributions	6.977	
	Physical Impairment	Client Contributions	1.073	
	Learning Disabilities	Client Contributions	3.639	
	Mental Health	Client Contributions	3.823	
	Resources & Commissioning	Other Fees & Charges	0.037	
	Libraries, heritage & Arts	Other Fees & Charges	0.637	
<b>Subtotal</b>			<b>16.186</b>	
<b>DCE</b>	Schools & Learning	Early Years income	0.012	
		Income from Schools & other traded activities	2.168	
		Adult Education Income	0.403	
		Conference Income	0.261	
	Commissioning & Procurement	Special Educational Needs Transport	0.021	
		Training Income	0.020	
		Sickness Supply Insurance & Free School Meals Pool		
	Targeted Services	Premium Payments from Schools	1.247	
		Traded Services - Oxenwood	0.198	
		Young Persons Support Service - Preventative work with schools	0.300	
	Social Care	Other Targeted Services income	0.021	
Rental Income		0.040		
<b>Subtotal</b>			<b>4.690</b>	
<b>DOR</b>	Policy and Communications	Income from advertising and photocopying	0.370	
	Finance Teams	Internal Audit Income	0.028	
		Right Choice Income	0.295	
		DCS Finance Income	0.125	
	HR	Right Choice Income	0.207	
		Training and Conference and Development income	0.066	
	ICT	Street Naming and Numbering	0.034	
	Legal and Democratic	External legal work	0.223	
		Electoral register sales	0.007	
	Shared Services and Customer Care	Registraion and Licence fees Income	0.659	
		Payroll - providing external services	0.675	
		Right Choice Income	0.298	
		Tourist Information Sales	0.003	
		Occupational Health	0.068	
	Strategic Property	Rental Income - Commercial Property, County Farms	3.678	
	<b>Subtotal</b>			<b>6.736</b>
	<b>2011-12 Total Fees and Charges:</b>			<b>53.910</b>

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**Wiltshire Council**

**Cabinet**

**25 January 2011**

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**Subject: Treasury Management Strategy 2011-12**

**Cabinet Member: Councillor Fleur de Rhé-Philippe  
Finance, Performance and Risk**

**Key Decision: No**

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## **Executive Summary**

This report presents the Treasury Management Strategy for 2011-12 including:

- a) The Prudential and Treasury Indicators for the next three years;
- b) Other debt management decisions required for 2011-12 that do not feature within the indicators; and
- c) The Annual Investment Strategy for 2011-12.

## **Proposals**

The Cabinet is requested to recommend that the Council:

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

## **Reasons for Proposals**

The proposals are required to comply with statutory guidance and reflect best practice.

**Michael Hudson  
Interim Chief Finance Officer**

**25 January 2011**

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**Subject: Treasury Management Strategy 2011-12**

**Cabinet Member: Councillor Fleur de Rhé-Philippe  
Finance, Performance and Risk**

**Key Decision: No**

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### **Purpose of Report**

1. This report asks the Cabinet to consider and recommend that the Council approve the Prudential and Treasury Indicators, together with the Treasury Management Strategy for 2011-12.

### **Background**

2. The Council is required by legislation to approve a Treasury Management Strategy, which incorporates the setting of Prudential and Treasury Indicators and an Annual Investment Strategy, before the start of the financial year.
3. A review of the position in the current year is included elsewhere on the agenda as part of the Interim Report.

### **Main Considerations for the Cabinet**

#### **Prudential Indicators (Prls) and Treasury Indicators (Trls)**

##### *Basis of the Indicators*

4. A summary of the Prls and Trls is shown in Appendix A. The key indicators are the Treasury Indicators relating to the Authorised Limit (Trl 1) and the Operational Boundary (Trl 2), which control the Council's exposure to debt.
5. The Prls and Trls have been set on the basis of all known commitments and the effect of all known revenue and capital proposals relating to the council, including those that will be outlined in the appropriate reports to Cabinet at its meeting on 8 February 2011.

##### *Monitoring and Reporting of the Prudential Indicators*

6. Progress will be monitored against the Prls and Trls throughout the year, particularly against the two borrowing limits. Cabinet will be kept informed of any issues that arise, including potential or actual breaches. Members will receive monthly capital monitoring reports and an Interim Report on Treasury Management Strategy for 2011-12 in December 2011.

7. The elements within the Authorised Limit and the Operational Boundary, for borrowing and other long term liabilities require the approval of the Council. In order to give operational flexibility, Members are asked to delegate to the Chief Finance Officer the ability to effect movements between the two elements where this is considered necessary. Any such changes will be reported to Members. The operational boundary is a key management tool for in-year monitoring. It will probably not be significant if the operational boundary is breached temporarily on occasions due to variations in cash flow. However, a sustained or regular trend above the operational boundary would be significant and should lead to further investigation and action as appropriate. Any breach of the operational boundary will be reported to members immediately. The authorised limit will in addition need to provide headroom over and above the operational boundary, sufficient for example for unusual cash movements and should not be breached.

### Other Debt Management Issues

#### *External v. Internal Borrowing*

8. This Council currently has a difference between gross debt and net debt of £77 million which is represented by investments. This is better illustrated by stating the councils gross debt (borrowing) as £205 million, less investments, i.e. the difference, of £77 million giving the Councils net debt position of £128 million. This is not considered to be a significant difference in terms of the requirements of the Prudential Code.
9. The next financial year is expected to be one of historically abnormally low Bank Rate. This provides a continuation of the current window of opportunity for local authorities to fundamentally review their strategy of undertaking new external borrowing.
10. Over the next three years, investment rates are therefore expected to be below long term borrowing rates and so value for money considerations would indicate that value could best be obtained by avoiding new external borrowing and by using internal cash balances to finance new capital expenditure or to replace maturing external debt (this is referred to as internal borrowing). This would maximise short term savings.
11. However, short term savings by avoiding new long term external borrowing in 2011-12 will also be weighed against the potential for incurring additional long term extra costs by delaying unavoidable new external borrowing until later years when Public Works Loans Board (PWLB) long term rates are forecast to be significantly higher.
12. The Council has examined the potential for undertaking early repayment of some external debt to the PWLB in order to reduce the difference between its gross and net debt positions. However, the introduction by the PWLB of significantly lower repayment rates than new borrowing rates in November 2007, which has now been compounded since 20 October 2010 by a considerable further widening of the difference between new borrowing and repayment rates, has meant that large premiums would be incurred by such action and would also do so in the near term; such levels of premiums cannot

be justified on value for money grounds. This situation will be monitored in case these differentials are narrowed by the PWLB at some future date.

13. The Council will not borrow more than or in advance of its needs purely in order to profit from the investment of the extra sums borrowed. Any decision to borrow in advance will be considered carefully to ensure value for money can be demonstrated and that the Council can ensure the security of such funds.
14. In determining whether borrowing will be undertaken in advance of need the Council will:
  - a) ensure that there is a clear link between the capital programme and maturity profile of the existing debt portfolio which supports the need to take funding in advance of need;
  - b) ensure the ongoing revenue liabilities created and the implications have been considered and fed into the business plan;
  - c) evaluate the economic and market factors that might influence the manner and timing of any decision to borrow;
  - d) consider the merits and demerits of alternative forms of funding;
  - e) consider the alternative interest rate bases available, the most appropriate periods to fund and repayment profiles to use; and
  - f) consider the impact of borrowing in advance on temporarily (until required to finance capital expenditure) increasing investment cash balances and the consequent increase in exposure to counterparty risk, and other risks, and the level of such risks given the controls in place to minimise them.

#### *Debt Rescheduling*

15. The introduction by the PWLB in 2007 of a spread between the rates applied to new borrowing and repayment of debt, which has now been compounded since 20 October 2010 by a considerable further widening of the difference between new borrowing and repayment rates, has meant that PWLB to PWLB debt restructuring is now much less attractive than it was before both of these events.
16. In particular, consideration would have to be given to the large premiums which would be incurred by prematurely repaying existing PWLB loans and it is very unlikely that these could be justified on value for money grounds if using replacement PWLB refinancing. However, some interest savings might still be achievable through using LOBO (Lenders Option Borrowers Option) loans, and other market loans, in rescheduling exercises rather than using PWLB borrowing as the source of replacement financing.
17. As short term borrowing rates will be considerably cheaper than longer term rates, there may be potential for some residual opportunities to generate savings by switching from long term debt to short term debt. However, these savings will need to be considered in the light of the size of premiums incurred, their short term nature, and the likely cost of refinancing those short

term loans, once they mature, compared to the current rates of longer term debt in the existing debt portfolio. Any such rescheduling and repayment of debt is likely to cause a flattening of the Council's maturity profile as in recent years there has been a skew towards longer dated PWLB.

18. The reasons for any rescheduling to take place will include:
  - a) the generation of cash savings and / or discounted cash flow savings;
  - b) helping to fulfil the borrowing strategy; and
  - c) enhance the balance of the portfolio (amend the maturity profile and/or the balance of volatility).
19. Consideration will also be given to identify if there is any residual potential left for making savings by running down investment balances to repay debt prematurely as short term rates on investments are likely to be lower than rates paid on current debt.
20. All rescheduling will be reported to the Cabinet at the earliest meeting following its action.
21. The current average interest rate for the Council overall is 4.33%, which is one of the lowest rates of interest when compared with the latest available information available in respect of other English local authorities.
22. It is proposed that the Chief Finance Officer should continue to be authorised to act on advice from the Council's treasury adviser should rescheduling opportunities arise. Any rescheduling will be reported to Cabinet members.

*Lender Option Borrower Option (LOBO) Market Loans*

23. Wiltshire Council currently has borrowings of £61 million in LOBO loans.
24. There are basically two main types of LOBO loan (of which the Council has a both in it's portfolio):
  - a) a loan with an 'initial period' at a relatively low rate of interest, on the completion of which the rate will automatically increase to a 'secondary rate' under the terms of the loan agreement. The interest rate is then subject to 'call option dates' at certain predetermined stages (e.g. every six months, every five years) over the life of the loan, at which time the lender has the option to set a revised interest rate and the borrower has the option to repay the loan without penalty; or
  - b) a loan subject to 'call option dates' only (i.e. there is no 'secondar rate') at which time the lender has the option to raise the interest rate and the borrower has the option to repay the loan without penalty.
25. If the lender exercises his option to revise the interest rate at one of the 'call option dates', the Council will always exercise its option to repay the loan.

Consideration will then be given to rescheduling the debt where the overall level of debt prior to the repayment needs to be maintained.

#### *Short Term Cash Deficits*

26. Temporary loans, where both the borrower and lender have the option to redeem the loan within twelve months, are used to offset short term revenue cash deficits. They may also be used to cover short term capital requirements until longer term loans become more cost effective. The majority of these loans will be at fixed interest rates, maturing on specific dates. It is recommended that the Council continue to utilise temporary loans for any short term cash deficits that arise in respect of revenue and/or capital.

#### Cash Investments

##### *Annual Investment Strategy*

27. The Annual Investment Strategy for 2011-12, which sets out the policy framework for the investment of cash balances, is shown in Appendix B.

##### *Short Term Cash Surpluses*

28. It is anticipated that temporary short term cash surpluses will arise regularly during the year. Investment of these surpluses should be in specific investments (e.g. short term Sterling investments of less than one year). Such investments will normally be short term deposits maturing on specific dates that reflect cash flow requirements at the date the deposit is made. However, under certain market conditions, money market funds will be used, particularly if they provide improved returns.

##### *Longer Term Cash Surpluses*

29. Some cash surpluses, for example core revenue balances, net creditors, accrued reserves and special funds such as those for insurance and PFI can be invested on a long term basis. These cash surpluses may be used for capital financing requirements, where longer term interest rates mean that it is less cost effective to take out longer term loans.
30. Improved returns may be obtained by placing these surpluses in money market funds. The Chief Finance Officer has delegated authority to select money market funds and appoint External Cash Managers within the current approved strategy and it is recommended that this authority is retained.
31. The proposed Investment Strategy for 2011-12 includes the use of unspecified investments (e.g. more than 12 months to maturity and for which external professional advice is required) that the Council's treasury adviser may recommend for investment of longer term cash surpluses such as a PFI Sinking Fund.
32. Although the Council has been well positioned in terms of the balance between both loans and investments, rates of interest paid on deposits have been fairly static over the last financial year. Following a further period of similarly low rates, interest rates are not expected to rise until quarter 4

(October to December) 2011. However, the Monetary Policy Committee is beginning to signal a rise in the Bank Rate may be on the way.

### *Icelandic Deposits*

33. The position in respect of the £12 million investment 'caught up' in the collapse of the Icelandic banks, Heritable (£9 million) and Landsbanki (£3 million) is that the Council has received just over £4 million from Heritable (about 45p in the £), with a further payment expected in January 2011.
34. The Council has yet to receive any repayments from Landsbanki.
35. Distributions from Landsbanki are currently subject to the outcome of legal proceedings in relation to a challenge from other (non priority) creditors, mainly bond holders, in respect of the decision of the Landsbanki Winding up Board to grant priority status to local authorities. According to the latest available information, the trial of test cases (one of which is Wiltshire Council) has been provisionally listed for early/mid February 2011.
36. Following its conclusion, repayments from the administrators of Landsbanki are not then expected to commence until later in 2011, dependent on appeals and it is anticipated that the total repayment will be phased over several years, with the final repayment expected in 2018.
37. It is still anticipated that the Council will eventually recover 80% to 95% of its original investment.

### Minimum Revenue Provision

38. The minimum revenue provision (MRP) is the amount set aside for the repayment of the debt as a result of borrowings made to finance capital expenditure.
39. In accordance with Local Authorities (Capital Finance and Accounting) Regulations 2008 the council adopted a MRP annual policy in May 2009.
40. For financial year 2010-11 the annual policy remained unchanged, in that a regulatory method of setting aside 4% of the borrowing requirement for supported borrowing and an asset life method calculation for any unsupported borrowing was applied.
41. It is proposed that this policy is retained in 2011-12.

### Environmental and Climate Change Considerations

42. a) to d) None have been identified as arising directly from this report.

### Equalities Impact of the Proposal

43. None have been identified as arising directly from this report.

## **Risk Assessment and Financial Implications**

44. The primary treasury management risks to which the Council is exposed are adverse movements in interest rates and the credit risk of its investment counterparties (the organisations with which the Council deposits cash surpluses).
45. The strategies in Appendices A and B take account of the forecast movement in interest rates and allow sufficient flexibility to vary strategy if actual movements in interest rates are not in line with the forecast.
46. The Council's treasury adviser is currently predicting the following interest rate movements:
  - a) the Bank Rate has remained at 0.50% since March 2009. It is expected to rise to 0.75% by the end of the last quarter of 2011, rising further to 1.00% by the end of the first quarter of 2012. Then it is expected to rise to 3.25% by the end of the first quarter of 2014;
  - b) short term PWLB borrowing rates are expected to rise from 3.41% to 3.50% during 2011 and rise to 5.00% by the end of March 2014;
  - c) medium term PWLB borrowing rates are expected to rise from 5.29% to 5.30% during 2011, rising to 5.70% by the end of March 2014; and
  - d) long term PWLB rates are expected to rise to 5.30% (from 5.21%) during 2011 and then rise to 5.70% by the end of quarter one 2014.
47. Interest rates have remained relatively static during 2010, following on from the economic downturn during late 2008 and through 2009. Based on the latest forecast, interest rates are not expected to rise until the end of 2011.
48. The risk that counterparties are unable to repay investments could jeopardise the Council's ability to meet its payments. Investment counterparty risk is controlled by using suitable criteria for assessing and monitoring credit risk, including the use of an up to date lending list. The lending list is based on counterparty categories relating to country, type, sector, maximum investment, and maximum duration of investment (see Appendix B). The Council uses the credit worthiness service provided by its treasury advisers, which is a sophisticated modelling approach incorporating the credit ratings of all three major credit rating agencies, together with 'overlays' of Credit Default Swap (CDS) spreads (default risk), credit watches, credit outlooks and sovereign ratings from the agencies (a more detailed explanation is included within the Annual Investment Strategy in Appendix B).
49. The financial implications of the strategies discussed in this report are fully reflected within the revenue and capital budget figures which will be reported at the Cabinet meeting on 8 February 2011.

## **Legal Implications**

50. None have been identified as arising directly from this report.



## **Options Considered**

51. The options in relation to the revenue and capital budgets in these proposals are fully consistent with the figures included within the budget considerations which will be presented to Cabinet at its meeting on 8 February 2011.

## **Conclusion**

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

**Michael Hudson**  
**Interim Chief Finance Officer**

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Report Author:

Keith Stephens, Principal Accountant – Treasury and VAT, Tel: 01225 713603,  
email: [keith.stephens@wiltshire.gov.uk](mailto:keith.stephens@wiltshire.gov.uk)

## **Background Papers**

The following unpublished documents have been relied on in the preparation of this Report: NONE

## **Appendices**

Appendix A Prudential and Treasury Indicators for 2011-12, 2012-13 & 2013-14  
Appendix B Annual Investment Strategy for 2011-12

**Prudential and Treasury Indicators for 2011-12, 2012-13 & 2013-14**

1. The Prudential and Treasury Management Codes and Treasury Guidelines require the Council to set a number of Prudential and Treasury Indicators for the financial year ahead. This appendix sets out the indicators required by the latest codes analysed between Prudential Indicators and Treasury Indicators.

**Prudential Indicators****Prl 1 – Capital Expenditure**

2. This Prl shows the actual and anticipated level of capital expenditure for the five years 2009-10 to 2013-14. The three years 2011-12 to 2013-14 are discussed in detail in the Capital Programme Proposals 2011-12 to 2013-14 report which will be submitted to Cabinet at its meeting on 8 February 2011.

<b>Department</b>	<b>2009-10 Actual £ million</b>	<b>2010-11 Expected £ million</b>	<b>2011-12 Estimate £ million</b>	<b>2012-13 Estimate £ million</b>	<b>2013-14 Estimate £ million</b>
<b>Capital Expenditure</b>	<b>107.2</b>	<b>124.3</b>	<b>146.9</b>	<b>66.0</b>	<b>15.5</b>

3. The capital expenditure figures shown in Prl 1 assume a certain level of financing from borrowing each year. New and existing borrowing needs to be affordable and sustainable. There is a detailed discussion on the policy on borrowing for capital purposes in the Capital Programme Proposals 2011-12 to 2013-14 report.

**Prl 2 – Ratio of Financing Costs to Net Revenue Stream**

4. Prl 2 expresses the net costs of financing as a percentage of the funding receivable from the Government and council tax payers. The net cost of financing includes interest and principal repayments for long and short term borrowing, as well as similar credit arrangements, reduced by interest receivable in respect of cash investments.

	<b>2009-10 Actual £ million</b>	<b>2010-11 Expected £ million</b>	<b>2011-12 Estimate £ million</b>	<b>2012-13 Estimate £ million</b>	<b>2013-14 Estimate £ million</b>
Financing Costs	15.8	19.0	21.7	24.6	28.9
Net Revenue Stream (est.)	344.6	346.2	328.9	318.3	326.1
<b>Financing Costs as a percentage of Revenue Budget</b>	<b>4.6%</b>	<b>5.5%</b>	<b>6.6%</b>	<b>7.7%</b>	<b>8.9%</b>

## Prudential and Treasury Indicators for 2011-12, 2012-13 &amp; 2013-14

5. The cost of financing will rise, partly due to the reduction in Government grant, as a consequence of the comprehensive spending review and proportionately over the reporting period because of the effect on financing costs where 'new debt' is expected to rise faster than 'old debt' is repaid. Previously the rise in financing costs was not an affordability issue as the new borrowing taken out was supported by Revenue Support Grant. Only by the use of continued Unsupported Borrowing was there any pressure on the Council Tax.
6. However, the changes to the Revenue Support Grant mechanism that were introduced for 2006-07 and later years (specifically the grant "floor") mean that the Council may not be able to afford the financing costs of all the supported capital expenditure indicated by the Government, because we do not receive the full grant. This has the effect of "levelling the playing field" so that support for capital borrowing has to be considered alongside all other revenue priorities in the budget process. Support for capital can no longer be "passported" automatically.

Prl 3 – Estimate of Incremental Impact of Capital Investment Decisions on the Council Tax

7. Prl 3 represents the potential increase in Council Tax required to fund the planned increase in the capital budget for the forthcoming year and future years as a proportion of the tax base at Band D.

	2011-12 £	2012-13 £	2013-14 £
Effect on Band D Council Tax	3.15	7.09	12.20

Prl 4 – Net Borrowing and the Capital Financing Requirement

8. Prl 4 measures the so-called "Golden Rule" and focuses on prudence. Its purpose, as described in the Prudential Code, is: *"In order to ensure that over the medium term net borrowing will only be for a capital purpose, the local authority should ensure that net borrowing does not, except in the short term, exceed the total of capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two years"*.
9. The Capital Financing Requirement (CFR) increases whenever capital expenditure is incurred. If resourced immediately (from capital receipts, direct revenue contributions or capital grant/contributions) the CFR will reduce at the same time that the capital expenditure is incurred, resulting in no net increase in CFR.
10. Where capital expenditure is not resourced immediately, there is a net increase in CFR, represented by an underlying need to borrow for capital purposes, whether or not external borrowing actually occurs. The CFR may then reduce over time through future applications of capital receipts, capital grants/contributions or further charges to revenue.

**Prudential and Treasury Indicators for 2011-12, 2012-13 & 2013-14**

11. This PrI is necessary, because under an integrated treasury management strategy (in accordance with best practice under the CIPFA Code of Practice on Treasury Management in the Public Services), borrowing is not associated with particular items or types of expenditure, whether revenue or capital.

	<b>2009-10 Actual £ million</b>	<b>2010-11 Expected £ million</b>	<b>2011-12 Estimate £ million</b>	<b>2012-13 Estimate £ million</b>	<b>2013-14 Estimate £ million</b>
Capital Financing Requirement	299.5	320.5	373.0	413.0	416.4
Net Borrowing	142.6	175.2	215.2	255.2	275.2
<b>CFR not funded by net borrowing</b>	<b>156.9</b>	<b>145.3</b>	<b>157.8</b>	<b>157.8</b>	<b>141.2</b>

12. The increase in the net borrowing figure between 2009-10 and 2010-11 results from a fall in the level of investments held due to increased spending. In the following financial years, 2011-12 to 2013-14, net borrowing is expected to increase as planned additional long term borrowing is taken out.
13. No problems are foreseen in meeting the “Golden Rule” over the period under review. The table above shows a significant margin not funded by net borrowing.

PrI 5 – Compliance with the CIPFA Code of Practice for Treasury Management in the Public Services (“The Code”)

14. The Revised CIPFA Code of Practice for Treasury Management in the Public Services 2009 was adopted by Wiltshire Council at its meeting on 23 February 2010.
15. All recommendations within this report are consistent with the Revised CIPFA Code.

**Treasury Management Indicators within the Prudential Code**

TrI 1 – Authorised Limit for External Debt

16. The Authorised Limit is the Operational Boundary (see TrI 2 below), including an allowance for unplanned and irregular cash movements. This allowance is difficult to predict, 15% is proposed for 2011-12 to 2013-14 and this will be kept under review. This allows for the possibility of additional borrowing during the year as a result of Government support for further schemes and provides headroom where the projection proves too optimistic (payments made earlier or receipt of income delayed against that forecast).

<b>Authorised Limit</b>	<b>2011-12 £ million</b>	<b>2012-13 £ million</b>	<b>2013-14 £ million</b>
Borrowing	453.0	499.7	504.6
Other Long Term Liabilities	0.2	0.2	0.2
<b>TOTAL</b>	<b>453.2</b>	<b>499.9</b>	<b>504.8</b>

## Prudential and Treasury Indicators for 2011-12, 2012-13 & 2013-14

17. The Authorised Limit set by the Authority is the statutory borrowing limit under Section 3(1) of the Local Government Act 2003, a breach would be serious and therefore there is the need to build in sufficient headroom.

### Trl 2 – Operational Boundary for External Debt

18. The Operational Boundary and the Authorised Limit are central to the Prudential Code and reflect the limits that authorities place on the amount of their external borrowing.

19. The Operational Boundary is based on a prudent estimate of the most likely maximum level of external borrowing for both capital expenditure and cash flow purposes, which is consistent with other budget proposals. The basis of the calculation for 2011-12 (£393.8 million) is:

- Expected Capital Financing Requirement at 31 March 2011 of £320.5 million
- Plus the expected long-term borrowing to finance capital expenditure (supported borrowing £22.4 million and unsupported £42.1 million)
- Less the expected set-aside for debt repayment (£11.2 million)
- Plus the expected maximum level of short-term cash flow borrowing that is anticipated (£20.0 million).

<b>Operational Boundary</b>	<b>2011-12 £ million</b>	<b>2012-13 £ million</b>	<b>2013-14 £ million</b>
Borrowing	393.8	434.5	438.8
Other Long Term Liabilities	0.2	0.2	0.2
<b>TOTAL</b>	<b>394.0</b>	<b>434.7</b>	<b>439.0</b>

20. The Operational Boundary for each year also includes a small provision for other long term liabilities.

21. The Operational Boundary is a key management tool for monitoring the Authority's expected level of borrowing. It is essential to ensure that borrowing remains within the limits set and to take appropriate action where any likely breach is anticipated. Monitoring will take place through the year and will be reported to Cabinet.

### Trl 3 – External Debt – Actuals at 31 March 2010 and Expected 2011

22. This Trl shows the amount of gross external debt outstanding in periods prior to the budget years under consideration. Other long term liabilities relate to finance leases on certain properties, plant, vehicles and equipment. It should be noted that as these figures are taken at a point in time, they are not comparable with the Authorised Limit and Operational Boundary, which are control limits.

	<b>31/3/10 Actual £ million</b>	<b>31/3/11 Expected £ million</b>
Borrowing	205.2	205.2
Other Long Term Liabilities	0.2	0.2
<b>TOTAL</b>	<b>205.4</b>	<b>205.4</b>

## Prudential and Treasury Indicators for 2011-12, 2012-13 &amp; 2013-14

**Treasury Management Indicators within the Treasury Management Code****Trl 4a and 4b – Upper Limit on Fixed Interest Rate Exposures and Variable Interest Rate Exposures, respectively**

23. Future interest rates are difficult to predict. Anticipated rates are shown in the main report, under Risk Assessment. Indications are that best value will be achieved by taking long-term loans at fixed rates in 2011-12. However, consideration of short term variable rate loans may prove to be advantageous, in 2011-12 and in future financial years.
24. Interest rates will be monitored closely, in conjunction with the treasury adviser, to take advantage of any favourable changes in circumstances. The strategy should still be flexible, the upper limit for fixed interest rate and variable interest rate exposures are set out below.

**The Council's upper limit for fixed interest rate exposure for the three year period 2011-12 to 2013-14 is 100% of net outstanding principal sums.**

**The Council's upper limit for variable interest rate exposure is 20% for 2011-12, 30% for 2012-13 and 35% for 2013-14 of net outstanding principal sums.**

**Trl 5 – Upper & Lower Limits on the Maturity Structure of Borrowing**

25. The Council's policy needs to ensure that it is not forced to refinance too much of its long term debt in any year when interest rates are high. The present long-term debt of £205.2 million (as at 4 January 2011) falls due for repayment over the next 60 years. LOBO (Lender Option Borrower Option) market loans are included at rates based upon their appropriate 'contractual lives', as recommended by CIPFA. Most of the Council's debt is, therefore, reported as maturing within the period "10 years and above".
26. In addition to the main maturity indicators it is considered prudent that no more than 15% of long term loans should fall due for repayment within any one financial year. The actual maximum percentage falling due for repayment in any one year is currently 6.3% (£13 million in both 2052-53 and 2053-54). The average interest rate on present long-term debt is 4.325%, which, according to the latest available information, is one of the lowest local authority rates.
27. In order to protect the Council from this risk and to safeguard the continuity in treasury management financing costs, the following limits have been adopted.

<b>Limits on the Maturity Structure of Borrowing</b>	<b>Upper Limit</b>	<b>Lower Limit</b>
Maturing Period:		
- under 12 months	15%	0%
- 12 months and within 24 months	15%	0%
- 2 years and within 5 years	45%	0%
- 5 years and within 10 years	75%	0%
- 10 years and above	100%	0%

**Prudential and Treasury Indicators for 2011-12, 2012-13 & 2013-14**

Trl 6 – Principal Sums invested for periods of longer than 364 days

28. This Trl is covered by the Annual Investment Strategy, which is detailed in the following appendix.

**WILTSHIRE COUNCIL- ANNUAL INVESTMENT STRATEGY FOR 2011-12****The Main Strategy**

1. The Council will have regard to the Department for Communities and Local Government's (DCLG's) Guidance on Local Government Investments ("the Guidance") issued in March 2004, any revisions to that guidance, the Audit Commission's report on Icelandic investments and the 2009 revised CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes ("the CIPFA TM Code"). The general investment policy of the Council is the prudent investment of any surplus cash balances, the priorities of which are:
  - a) the security of capital and
  - b) the liquidity of investments.
2. The Council will also aim to achieve the optimum return on investments commensurate with high levels of security and liquidity. The risk appetite of this Council is low in order to give priority to the security of its investments.
3. The borrowing of monies purely to invest or on-lend and make a return is unlawful and this Council will not engage in such activity.
4. All Council investments will be in sterling. This will avoid foreign exchange rate risk.
5. Investment of the Council's normal cash flow requirements will be in specified investments, as prescribed in "The Guidance". The categories of organisations with whom investments will be placed and the minimum high credit ratings required for each category are those set out in the minimum requirements for high credit rating below.
6. Investments in money market funds may be made if the fund has a high credit rating (AAA), as prescribed in the minimum requirements for high credit rating below.
7. In addition, using the professional judgement of the Council's treasury advisers, non specified investments may be made in UK Government Bonds (Gilts) and in multilateral development banks (as defined in Statutory Instrument 2004 No. 534) with a high credit rating, as prescribed in the minimum requirements for high credit rating below.
8. Such investments are the only non-specified investments authorised for use and will only be:
  - a) in sterling
  - b) in the case of UK Gilts, for a maximum of 50 years; and
  - c) for investments maturing in excess of 12 months, limited to £30 million.
9. For specified investments made under the recommendations of the Council's treasury adviser, the approved policy must be followed and is bound by the minimum requirements for high credit rating below.



## WILTSHIRE COUNCIL- ANNUAL INVESTMENT STRATEGY FOR 2011-12

10. The Council will comply with the requirements of The Local Government Pension Scheme (Management and Investment of Funds) Regulations 2009, which were implemented on 1 January 2010, and will not pool pension fund cash with its own cash balances for investment purposes. Any investments made by the pension fund directly with this local authority will comply with the requirements of SI 2009 No 393.
11. The Council uses the creditworthiness service provided by its treasury adviser. This service has been progressively enhanced over the last year and now uses a sophisticated modelling approach, with credit ratings from all three rating agencies – Fitch, Moodys and Standard and Poors, forming the core element. However, it does not rely solely on the current credit ratings of counterparties but also uses the following as ‘overlays’:
  - a) credit watches (typically resolved over a relatively short period) and credit outlooks (indicates the direction a rating is likely to move over a one to two-year period) from credit rating agencies;
  - b) CDS spreads to give early warning of likely changes in credit ratings; and
  - c) sovereign ratings to select counterparties from only the most creditworthy countries
12. This modelling approach combines credit ratings, credit watches, credit outlooks and CDS spreads in a weighted scoring system for which the end product is a series of colour coded bands which indicate the relative creditworthiness of counterparties. These colour codes are also used by the Council to determine the duration for investments and are therefore referred to as durational bands. The Council is satisfied that this service now gives a much improved level of security for its investments. It is also a service which the Council would not be able to replicate using in house resources.
13. The selection of counterparties with a high level of creditworthiness will be achieved by selection of institutions down to a minimum durational band within the weekly credit list of worldwide potential counterparties provided by the Council’s treasury advisers. The Council, where it is considered appropriate and in line with its whole investment strategy, will therefore use counterparties within the following durational bands:
  - a) Yellow – 5 years (a new category introduced by the treasury advisers late in 2010 to cover AAA rated Government debt or its equivalent, including a new investment instrument – collateralised deposits, where the investment is secured only against local authority debt, namely LOBOs, making them effectively government exposure);
  - b) Purple – 2 years;
  - c) Blue – 1 year (only applies to nationalised or semi nationalised UK Banks and their subsidiaries);
  - d) Orange – 1 year;
  - e) Red – 6 months;

## WILTSHIRE COUNCIL- ANNUAL INVESTMENT STRATEGY FOR 2011-12

- f) Green – 3 months; and
  - g) No Colour – not to be used.
14. This Council will not use the approach suggested by CIPFA of using the lowest rating from all three rating agencies to determine creditworthy counterparties as Moodys tend to be more aggressive in giving low ratings than the other two agencies. This would therefore be unworkable and leave the Council with few banks on its approved lending list. The creditworthiness service does though, use ratings from all three agencies, but by using a scoring system, does not give undue prevalence to just one agency's ratings.
15. All credit ratings will be monitored weekly. The Council is alerted to changes to ratings of all three agencies through its use of the treasury advisers creditworthiness service. Following receipt of this information:
- a) any financial institutions meeting the criteria are updated on the list of authorised lenders and investments may then be placed with “qualifying” institutions immediately;
  - b) if a downgrade results in the counterparty/investment scheme no longer meeting the Council's minimum criteria, its further use as a new investment will be withdrawn immediately;
  - c) if funds are held by an institution that subsequently falls outside the current credit rating criteria and CDS overlay, all funds will be withdrawn from that institution at the earliest opportunity. This will normally be on the maturity of that deposit. If the fall is significant and there are more than three months before the maturity date and in any other extreme circumstances, negotiations for premature repayment will be pursued;
  - d) whenever there is a change in the list of authorised lenders, a revised list will be provided to those authorised to deal in investments on behalf of the Council, including its authorised brokers.
  - e) in addition to the use of Credit Ratings the Council will be advised of information in movements in Credit Default Swap against the iTraxx benchmark and other market data on a weekly basis. Extreme market movements may result in downgrade of an institution or removal from the Council's lending list.
16. Sole reliance will not be placed on the use of this external service. In addition this Council will also use market data and information, information on government support for banks and the credit ratings of that government support.
17. The Council has determined that it will only use approved counterparties from countries with a minimum sovereign credit rating of AA- from Fitch Ratings.

## WILTSHIRE COUNCIL- ANNUAL INVESTMENT STRATEGY FOR 2011-12

**The Minimum requirements for “high credit rating”**

18. In accordance with the DCLG Guidance on Local Government Investments in respect of selection of counterparties with whom investments are placed, Wiltshire Council will comply with the minimum requirements below.
19. Credit ratings will be those issued by Fitch Ratings Ltd in respect of individual financial institutions (as shown below, where F1+ is the highest short term rating and AAA the highest long term rating). An exception is made in respect of money market funds, as shown below, where a different overall AAA rating is the highest.
20. The minimum requirements for high credit rating, by type of institution, are as follows:
  - **Banks incorporated inside the United Kingdom with a short term credit rating of at least F1 or Government backed and their subsidiaries;**
  - **Banks incorporated outside the United Kingdom with a short term credit rating of at least F1+ and a long term rating of A+;**
  - **United Kingdom building societies with a short term credit rating of at least F1 or Government backed;**
  - **All local authorities and public bodies (as defined in S23 of the Local Authorities Act 2003) (ratings are not issued for these bodies);**
  - **Multilateral development banks (as defined in Statutory Instrument 2004 No. 534) with a short term credit rating of at least F1 and long term credit rating of AAA;**
  - **All banks & building societies must have an individual rating of at least C;**
  - **In addition, all banks and building societies to which the Authority may lend funds must have a support rating of no more than 3 (1 being the highest support rating);**
  - **Money market funds, which have been awarded the highest possible rating (AAA) from at least one of the following credit rating agencies, Standard and Poor’s, Moody’s Investor Services Ltd or Fitch Ratings Ltd.; and**
  - **Deposits must only be placed in money market funds subject to individual signed management agreements.**

## WILTSHIRE COUNCIL- ANNUAL INVESTMENT STRATEGY FOR 2011-12

21. In addition to the above criteria, the following limits will be applied to the total cumulative investments placed with an individual institution (or group of institutions where there is common ownership):
- a) **Up to £15 million:**
- **UK incorporated banks with a long term credit rating of at least AA;**
  - **Overseas banks that have a long term credit rating of at least AA;**
  - **Multilateral development banks;**
  - **Local authorities and other public bodies; and**
  - **Money market funds.**
- b) **Up to £8 million:**
- **Other UK incorporated banks (that have a long term credit rating of less than AA but which also satisfy the credit rating conditions within this Strategy);**
  - **Other overseas banks (that have a long term credit rating of less than AA but which also satisfy the credit rating conditions within this Strategy);**
  - **UK Building societies with long term credit rating of at least A; and**
  - **Government backed UK and overseas banks and UK building societies and their subsidiaries.**
22. The following investment duration matrix shows the maximum duration for which an investment can be placed, depending on the combination of the individual institution's long term, short term, individual and support ratings (e.g. up to five years where an institution is classified as F1+ (short term rating), AAA (long term rating), A (individual rating) and 1 (support rating) or up to one year where an institution is classified as F1, A+, A, 2).

## WILTSHIRE COUNCIL- ANNUAL INVESTMENT STRATEGY FOR 2011-12

Investment Duration Matrix

		Ratings			
Short Term	Long Term	Individual	Support		
			1	2	3
F1+	AAA	A	1-5yrs	1-5yrs	1 yr
		A/B	1-5yrs	1-5yrs	3 mths
		B	1-5yrs	1-5yrs	3 mths
		B/C	1-5yrs	1-5yrs	3 mths
		C	1 yr	1 yr	3 mths
	AA+	A	1-5yrs	1-5yrs	1 yr
		A/B	1-5yrs	1-5yrs	3 mths
		B	1-5yrs	1-5yrs	3 mths
		B/C	1-5yrs	1-5yrs	3 mths
		C	1 yr	1 yr	3 mths
	AA	A	1-5yrs	1-5yrs	1 yr
		A/B	1-5yrs	1-5yrs	3 mths
		B	1-5yrs	1-5yrs	3 mths
		B/C	1-5yrs	1-5yrs	3 mths
		C	1 yr	1 yr	3 mths
	AA-	A	1-2yrs	1-2yrs	1 yr
A/B		1-2yrs	1-2yrs	3 mths	
B		1-2yrs	1-2yrs	3 mths	
B/C		1-2yrs	1-2yrs	3 mths	
C		1 yr	1 yr	3 mths	
F1	A+	A	1 yr	1 yr	3 mths
		A/B	1 yr	1 yr	3 mths
		B	1 yr	1 yr	3 mths
		B/C	3 mths	3 mths	n/a
		C	3 mths	3 mths	n/a
	A	A	1 yr	1 yr	3 mths
		A/B	1 yr	1 yr	3 mths
		B	1 yr	1 yr	3 mths
		B/C	3 mths	3 mths	n/a
		C	3 mths	3 mths	n/a

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180. **Treasury Management Strategy 2011/12**

Cllr Fleur de Rhe-Philipe, Cabinet Member for Finance, Performance and Risk presented a report on the Treasury Management Strategy for 2011/12 for Cabinet's consideration and if accepted, for onward recommendation to Council on 22 February 2011.

The Strategy in particular covered the following areas:

- The Prudential and Treasury Indicators for the next three years;
- Other debt management decisions required for 2011/12 that do not feature within the indicators and
- The Annual Investment Strategy for 2011/12
- 

**Recommended to Council:**

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

Reason for Decision

The proposals are required to comply with statutory guidance and reflect best practice.

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Wiltshire Council

Council

22 February 2011

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**South Wiltshire Core Strategy**  
**Review of Housing and Employment Requirements**

**Summary**

Following approval of the draft South Wiltshire Core Strategy (SWCS) by Council in November 2009, the SWCS proceeded straight to the Examination in Public (EIP) stage. In July 2010, around the time the Inspector was due to publish his report, he suspended the EIP to allow the Council to undertake a review of the housing and employment figures in light of the Government's stated intention to abolish Regional Spatial Strategies (RSS). This review has now been completed, in the context of the Wiltshire-wide review of housing requirements, and as a result 'focused changes' (as defined by guidance published by the Planning Advisory Service) to the SWCS should be put forward to the Inspector for his consideration. As a consequence of the 'focused changes' other changes will need to be made elsewhere in the document. These 'consequential' changes will also be submitted to the Inspector.

At this stage, in order for the Inspector to complete the EIP, any proposed changes to the Strategy must be 'focused'. Completion of the Examination will help ensure that there is a clear strategy in place for South Wiltshire and that sustainable, planned growth is delivered supported by the right infrastructure. The risk of not continuing the SWCS would be to expose the Council to speculative proposals for housing that it will not be well placed to defend or develop in a way that will maximise benefits for local communities.

The review shows that the housing and employment requirements for south Wiltshire should be reduced from the 12,400 net additional dwellings and 13,900 jobs identified within the RSS, to 9,900 homes and 10,400 jobs. In addition, it confirms that the underpinning strategy of the SWCS to focus growth at Salisbury and Amesbury and the need to bring forward new strategic site allocations early in the plan period is still sound. However, in redistributing the lower levels of housing growth, reductions are proposed to the levels at Salisbury and Amesbury (6,000 and 2,100 dwellings, respectively), which has led to the allocations at Salisbury being reviewed. As a result of the review, land at Netherhampton Road (allocated for 400 dwellings and 10 hectares of employment land) and land at Longhedge (Old Sarum) for 350 dwellings is no longer needed during the plan period but instead has been identified as a strategic reserve with development potential in the longer term. No other changes are proposed to the level of employment land in the SWCS.

Changes are also proposed to the levels of housing distributed in the rural areas to allow for more modest growth of 1,800 dwellings, with the Local Service Centres of Downton, Mere and Tisbury accommodating 300, 200 and 200 dwellings respectively. The Localism Bill in its current form will enable local communities, through neighbourhood plans and the community right to build, to consider whether further growth would be appropriate in these areas.

## **Proposal**

That Council:

- (i) approves the proposed changes to the draft South Wiltshire Core Strategy, as set out in **Appendix 2** (both focused and consequential), arising from the review of housing and employment requirements set out in the draft South West Regional Spatial Strategy; and
- (ii) delegates to the Director for Economy and Enterprise, in consultation with the Cabinet Member for Economic Development, Planning and Housing:
  - authorisation to undertake minor amendments, in the interests of clarity and accuracy, to the review documents prior to submission to the Inspector; and
  - submission of the review documents to the Inspector, appointed by the Secretary of State to examine the Core Strategy, for consideration and any associated steps as directed by the Inspector in order to comply with required procedures.

## **Reason for Proposal**

To ensure that a sound planning framework is put in place as soon as possible for south Wiltshire to allow the authority to manage the growth necessary to ensure homes and jobs are provided in the most sustainable way that best conserves the natural environment and maximises benefits for local communities.

To ensure that progress continues to be made on preparing an up to date planning policy framework for Wiltshire.

**Mark Boden**  
**Corporate Director, Neighbourhood & Planning**

**South Wiltshire Core Strategy**  
**Review of Housing and Employment Requirements**

**Purpose of Report**

1. To:
  - (i) Set out the findings of the review of housing and employment requirements included within the draft South Wiltshire Core Strategy, as submitted to the Secretary of State.
  - (ii) Seek approval for the proposed amendments to the draft South Wiltshire Core Strategy arising from the review;
  - (iii) Delegate to the Director for Economy and Enterprise, in consultation with the Cabinet Member for Economic Development, Planning and Housing, the submission of the review documents to the Inspector, appointed by the Secretary of State to examine the Core Strategy, for consideration and any consequential actions as directed by the Inspector.

**Background**

2. The South Wiltshire Core Strategy (SWCS) has been in development since 2006 and involved considerable consultation with partner bodies and the community. Once adopted it will ensure a sufficient supply of housing land and plan led sustainable growth to be delivered, providing certainty to both local communities and those investing in the area. The SWCS will be merged into the Wiltshire Core Strategy at the appropriate time in its preparation to ensure delivery of a single Core Strategy for Wiltshire.
3. With the intended abolition of Regional Spatial Strategies (RSS) through the Localism Bill, the Bill as it currently stands requires that a strategic development plan should be in place. The SWCS would satisfy this requirement. In addition, the Bill as currently drafted proposes the introduction of the statutory requirement for applicants of significant developments to undertake consultation on their proposed application and publicise this in a manner that reaches the majority of the local community affected. This would, if enacted, enable local communities to have a greater say in the design and shape of new proposals that come forward, such as the strategic sites within the SWCSy. Enactment of the Bill in its current form would also enable local communities through neighbourhood plans and community right to build to consider whether additional growth beyond that in the Core Strategy may be appropriate.

4. On 10 November 2009, Council resolved that the SWCS Submission Document be submitted to the Secretary of State for examination. The formal examination hearing sessions took place during March and April 2010. Prior to the Inspector issuing his report, the Government announced its intention to abolish Regional Spatial Strategies (RSS). As a result the Inspector agreed to a suspension of the examination in order for the Council to undertake a review of the housing and employment requirements in the SWCS.
5. The SWCS was based on the housing and employment figures contained within the latest published version of the RSS for the South West (12,400 net additional dwellings and 13,900 jobs).
6. In light of guidance issued by the Government in response to the stated revocation of RSS, Cabinet on 19 October 2010 resolved to undertake a comprehensive review of the housing requirement for Wiltshire and to progress this through the Core Strategy process. This guidance, issued to all local planning authorities, stated that *“Local planning authorities will be responsible for establishing the right level of housing provision in their area, and identifying long-term supply of housing land without the burden of regional housing targets”* (Communities and Local Government, 6 July 2010). The Wiltshire-wide review of the housing numbers provides the context for the review within the SWCS.
7. The lawfulness of the decision to revoke RSS has been successfully challenged in the High Court since Cabinet made its decision to undertake the review. However, given that there still remains a clear intention by the Secretary of State to formally revoke RSS it is considered important that locally derived housing and employment targets, based on up to date evidence, form the basis of the SWCS.
8. Due to the time that has now lapsed since the suspension of the examination, the Inspector held a procedural meeting on 28 January 2011 to determine how the SWCS examination should proceed. The Inspector made it clear at the meeting that in order for the examination to continue, any changes to the document would need to be focused rather than extensive. In the event that he considered the changes to be extensive, the Council would be asked to withdraw the SWCS.

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

9. As a responsible planning authority, particularly given the intention to revoke RSS and regionally imposed targets, Wiltshire Council needs to have an understanding of the level of homes and jobs that Wiltshire should plan for in order to ensure that its communities are vibrant and sustainable places in which to live and work. Wiltshire’s Community Plan ‘People, Places and Promises’ sets out three priorities, which are directly related to the need to plan for new homes and jobs:
  - (i) Creating an economy that is fit for the future - includes the need to ensure an appropriately skilled workforce that is less reliant on the public sector, and provide support for local business.

- (ii) Reducing disadvantage and inequalities - includes addressing the lack of affordable housing by building new homes and bringing empty homes back into use.
  - (iii) Tackling the causes and effects of climate change - includes the ambition to reduce transport emissions.
10. In line with the Cabinet resolution to undertake a comprehensive review to determine a new housing requirement for Wiltshire and progress this through the core strategy process, initial work has now been undertaken. A summary of the methodology is provided in **Appendix 1** and a full technical paper provided on <http://cms.wiltshire.gov.uk/ieListDocuments.aspx?Cid=130&Mid=944&Ver=4> This identifies a range that can be used to determine a draft housing requirement for Wiltshire. In order to ensure the sustainable development of south Wiltshire, the level of homes to be planned for should contribute towards: supporting the self containment of settlements; helping address housing needs; create an economy that is flexible, adaptive and competitive; and safeguard the natural and historic environment where possible by ensuring the impacts of development are capable of mitigation.
  11. Outside of South Wiltshire, targeted consultations with representatives of local communities are being undertaken to help develop our understanding of the appetite for growth. This information, together with other evidence, will help inform appropriate distributions of housing for each community area that can then be balanced against the Wiltshire wide range identified (35,900 to 43,200, which reduces to a level of approximately 18,800 to 26,100 new dwellings if existing completions and commitments are taken into account) to inform an overall draft housing requirement for Wiltshire. This will be widely consulted on in the spring this year.
  12. For South Wiltshire, it is possible to derive a figure for the area (former Salisbury district). From the work undertaken it is clear that a reduction in figures can be justified, which results in a requirement for the SWCS to plan for 9,900 net additional dwellings in the period 2006 to 2026, rather than the 12,400 net additional dwellings required by the RSS for the South West. Paragraphs 2.17 to 2.20 of **Appendix 1** set out in more detail how this figure has been derived. The distribution of this new housing requirement for south Wiltshire and implications for the draft SWCS is discussed in detail in the technical report accompanying the Agenda papers for this meeting on the website at <http://cms.wiltshire.gov.uk/ieListDocuments.aspx?Cid=130&Mid=944&Ver=4>. The key findings are summarised below.
  13. The review takes into account new evidence and gives further consideration to the representations that were received during the extensive consultation processes that were undertaken in the development of the SWCS. This has meant that a balance needs to be found between the growth required to meet the challenges faced by south Wiltshire with the ability of the local environment to accommodate growth in a sustainable manner. The findings of the review have been used to determine how the SWCS, as submitted to the Secretary of State, should be amended.

14. The key findings of the review can be summarised as follows:

- The SWCS should be planning for 9,900 net additional homes in the period 2006 to 2026, rather than 12,400, which although lower is still challenging and ambitious compared to historic rates.
- The SWCS should be planning for 10,400 jobs, not the 13,900 within draft RSS, which means the provision of 50 hectares rather than 60 previously proposed.
- Growth should be focussed on Salisbury/Wilton and Amesbury as the most sustainable places.
- Provision should be made to allow for modest growth to take place in the smaller rural communities to support their vitality.
- The need to develop new strategic sites early in the plan period to deliver new homes and jobs, supported by the appropriate infrastructure, remains an important part of the SWCS.
- Not all of the growth proposed to be delivered through the Strategic Site Allocations (SSAs) is justified given the lower levels of growth.
- A systematic appraisal of the SSAs has identified land that should not be brought forward at this time but instead be identified as a strategic reserve with development potential in the longer term.
- In South Wiltshire, the environment is the overriding constraint to growth. The need for affordable housing and economic growth must be balanced with the environmental capacity of South Wiltshire.

15. The proposed focused changes to the SWCS, in light of the review, generally relate to Core Policies CP1 and CP2 together with consequential changes. These are set out in **Appendix 2** and can be summarised as:

- 6,220 dwellings to be delivered in the Salisbury and Wilton Community Areas, with 6,000 focused at Salisbury and Wilton (of which 1,900 is already completed or committed) - compared with 8,050 dwellings in the SWCS.
- Strategic site allocations (SSAs) to deliver 3,950 dwellings at Salisbury and Wilton - compared with 4,700 in the SWCS.
- SSA at Netherhampton Road (400 dwellings and 10 hectares employment land) to be deleted from Policy CP2 and referred to as a long-term strategic reserve within the text.
- SSA at Longhedge (Old Sarum) to be retained but reduced from 800 to 450 dwellings (employment to remain unchanged) and the potential for the additional 350 dwellings to be referred to as a long term strategic reserve in the text.

- The development template for the Hampton Park SSA will be revised to require a larger strategic gap with Ford and flexibility over the future function of the green open space, with the establishment of a community forum to guide development.
  - 2,395 dwellings to be delivered in the Amesbury Community Area with 2,100 of this focused at Amesbury - compared with 2,650 dwellings including 1,960 at Amesbury in the SWCS.
  - Local Service Centres (LSCs) of Downton, Mere and Tisbury to deliver 300, 200 and 200 dwellings respectively - compared with 190, 270 and 160 dwellings respectively in the SWCS.
  - Outside the LSCs in the rest of the Southern, Mere and Tisbury Community Areas 365, 0 and 220 dwellings respectively to be delivered - compared with 550, 20 and 280 dwellings respectively in the SWCS.
16. A full copy of the SWCS, incorporating proposed changes (focused and consequential), accompanying the Agenda papers for this meeting is on the website at <http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=130&MIId=944&Ver=4>. This includes tracked changes to set out the focused changes and associated consequential changes necessary to the document in light of this review.

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

17. Spatial Planning has implications for the physical, economic and social environment. A Sustainability Appraisal (SA) incorporating Strategic Environmental Assessment has been undertaken for the Core Strategy and its review. The SA has been undertaken iteratively at all stages of preparation and has been a key driver in appraising the options and the evolution of this Strategy. A Habitat Regulations Assessment (HRA) has also been undertaken. Both have helped shape this strategy significantly and will ensure that negative environmental impacts are avoided and sustainable development can be delivered. All strategic sites within the SWCS are required to deliver 10% renewable energy as detailed in the development templates of the SWCS.

### **Equalities Impact of the Proposal**

18. The South Wiltshire Core Strategy aims to positively manage growth and development in South Wiltshire. The consultation processes and community involvement has ensured that everyone has had the opportunity to inform the preparation of the Core Strategy. The Inspector will determine the need for further consultation following submission of any proposed focused and consequential changes. An Equalities Impact Assessment has been carried out for the Core Strategy and is available on the Council's website.

## **Risk Assessment and Options Considered**

19. The Inspector has only agreed to the review in order to allow the Council to consider the housing and employment requirements. Council agreed to submit the SWCS in November 2009 and the proposed changes to the document are now necessary in light of new evidence on the level of housing and employment growth that south Wiltshire should plan for and the clear intention to revoke the RSS. Further changes to those proposed within the report could lead to the Inspector concluding that the proposed changes are no longer 'focused'. In such circumstances, he could either recommend that the SWCS be withdrawn or issue his report based on the SWCS as submitted in 2009.
20. As reported to Council on 9 November 2009 it remains important, if not more so given the time that has now lapsed, that progress continues to be made on the SWCS, for a number of reasons:
  - (i) The Salisbury District Local Plan, originally only intended to cover the period up to 2011, is becoming increasingly out of date. It is a statutory requirement to prepare a Core Strategy.
  - (ii) The Core Strategy once adopted will create the right framework to deliver economic growth, ensuring South Wiltshire is well positioned to attract investment as the economy improves.
  - (iii) New housing land needs to be identified in order to ensure that an appropriate amount of housing supply is available, and economic growth is supported. The Core Strategy will provide a clear strategy for where, how and when new housing should be provided in South Wiltshire. Without a supply of suitable land, Salisbury is vulnerable from speculative applications and at risk of the appeal process and associated costs.
  - (iv) Wiltshire Council will lose the ability to ensure developers and service providers deliver the necessary infrastructure to support communities and future growth.
  - (v) Delay would mean that the evidence base underpinning the SWCS will become increasingly out of date, which places the risk of its policies being found unsound when it does reach examination leading to increased costs and abortive work.
21. The Localism Bill, as currently drafted, requires a strategic plan to be in place and the SWCS would fulfil this requirement in this part of the area.

## **Financial Implications**

22. Financial provisions have been made within 2010/11 budgets for completing the examination of the SWCS. Costs associated with the adoption and publishing of the SWCS will be met from the planned 2011/12 budget.



23. Any further delay in taking forward the SWCS, particularly the strategic site allocations, could affect the Council's ability to claim the proposed New Homes Bonus on new dwellings.

### **Legal Implications**

24. Preparation and ultimately adoption of the SWCS would meet the statutory obligations of the Council to have an up-to-date Development Plan in place.

### **Conclusion**

25. The review of the number of homes and jobs to be planned for within South Wiltshire in the period 2006 to 2026 clearly indicates that lower levels of growth are justified. It has confirmed that the underpinning strategy to bring forward strategic sites early in the plan period is still valid and deliverable given the proposed reduction in housing numbers, although less land for strategic site delivery will be needed. It has also confirmed that the focus for growth should still be on Salisbury and Amesbury, while ensuring the more rural areas have a modest level of growth to support the vitality of rural communities.
26. Proposed changes (focused and consequential) to the SWCS should be submitted to the Inspector in light of the review. The Inspector will then consider how he wishes to respond and may require the Council to undertake further consultation before reopening the hearing sessions and finally issuing his report. Completion of the examination will help ensure that there is a clear Strategy in place for South Wiltshire at the earliest opportunity and that sustainable, plan-led growth can be delivered which is supported by the right infrastructure.
27. The risk of not continuing with the preparation of the SWCS would be to expose the Council to speculative proposals for housing that it will not be well placed to defend or develop in a way that maximises benefits for local communities.

### **MARK BODEN**

Corporate Director  
Department of Neighbourhood & Planning

Report Author  
Alistair Cunningham  
Director for Economy and Enterprise  
Tel No. 01225 713202

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### **The following unpublished documents have been relied on in the preparation of this Report:**

None

### **Appendices:**

Appendix 1: Wiltshire Housing Requirement  
Appendix 2: Proposed Changes to Submission Draft South Wiltshire Core Strategy

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## PAPER A - WILTSHIRE HOUSING REQUIREMENT

### 1.0 Introduction

- 1.1 This paper sets out the proposed methodology to determine Wiltshire's future housing requirements over the plan period 2006-2026. It also identifies the requirement to be used in the review of South Wiltshire Core Strategy. These figures have been generated in response to the announcement on 27 May by the Secretary of State for the Department for Communities and Local Government (DCLG) confirming the Coalition Government's intention to "rapidly abolish Regional Strategies (RS)".
- 1.2 This intention to revoke Regional Strategies (RS) will mean that "*Local Planning Authorities will be responsible for establishing the right level of local housing provision in their area, and identifying a long-term supply of housing land without the burden of regional targets.*"
- 1.3 Guidance issued by DCLG requires Local Authorities to justify future housing requirements and to ensure that such requirements can be defended during the LDF examination process.
- 1.4 In developing a housing requirement for Wiltshire it is critical that the process is transparent and that local people are able to understand the process.
- 1.5 Striking the balance between meeting the Wiltshire-wide housing requirement to enable Wiltshire's communities to be more sustainable and enabling communities to understand and be more involved in the development of a local housing requirement will be central to arriving at an appropriate level of supply for Wiltshire and its community areas. While the strategic needs of Wiltshire should be met it must be recognised that the community appetite for growth might not always align with this, both in numbers and locations where growth is supported.
- 1.6 In order to meet this challenge, targeted consultation with representatives of local communities will need to be undertaken to help develop our understanding of the appetite for growth. This information, together with other evidence, will help inform appropriate distributions of housing for each community area that can then be balanced against an initial Wiltshire wide range. In the case of South Wiltshire, extensive consultation has already been undertaken and the results considered in the development of an appropriate requirement for that part of the area. The relationship between the South Wiltshire Core Strategy and Wiltshire Core Strategy is outlined below.

#### Wiltshire 2026 Consultation

- 1.7 In Wiltshire, two separate Core Strategies are being progressed; one for South Wiltshire and another for the whole of Wiltshire. The South Wiltshire Core Strategy is well advanced and its completion will enable new housing sites to be identified before the Wiltshire Core Strategy is in place and a 5 year housing land supply to be maintained. The South Wiltshire Core Strategy will be subsumed into the Wiltshire Core Strategy.
- 1.8 It is important to recognise that we are not starting from a blank sheet. Significant consultation has already been undertaken, and evidence collated, by the former district councils and Wiltshire Council to determine how future housing growth could be accommodated in Wiltshire. This should be used as a basis to develop Wiltshire's

housing requirements with the aim to achieve greater consensus with local communities.

- 1.9 Wiltshire Council undertook a public consultation from October until December 2009 on the document Wiltshire 2026: *Planning for Wiltshire's Future*. This document, although based on housing targets identified in the draft RSS Proposed Changes version (see **Appendix 1**), proposed a distribution of development for the county (excluding South Wiltshire<sup>1</sup>) at both town and community area level.
- 1.10 Analysis of the consultation responses demonstrate clear dividing lines in terms of the support, or otherwise, for growth proposals by local communities. These can be categorised into three types. The first being 'generally opposed' to the proposals presented. The second, 'supportive with concerns' and the third, 'generally supportive' of the proposals presented. The detailed comments received provide a useful indication as to the aspirations of residents throughout the county. A broad summary is provided in the box below.

<i>Wiltshire 2026 Consultation - Summary of Responses</i>
<ul style="list-style-type: none"> <li>• The housing targets contained within the RSS were criticised by some and in some cases led to demands for the Council to 'stand up' for Wiltshire and recognise the unique rural character and dispersed settlement pattern of the county.</li> <li>• There was criticism that no justification for the scale of growth proposed was provided. Residents did not understand why housing was needed.</li> <li>• General support for an approach based on a settlement hierarchy when planning at the strategic level.</li> <li>• General support for directing most development towards strategic centres and market towns, although there was criticism that the method of allocation (or distribution) was too rigid and prevented natural, incremental growth of settlements, particularly in rural areas.</li> <li>• Development generally regarded as acceptable where it helps to improve the self-containment of a settlement.</li> <li>• Considered the lack of flexibility will exacerbate affordability issues, especially in rural areas.</li> </ul>

- 1.11 Wiltshire Council submitted the South Wiltshire Core Strategy Proposed Submission Development Plan Document to the Secretary of State for independent examination in November 2009. This document set out the strategy for the delivery of growth for the next 20 years to 2026. The Issues and Options South Wiltshire Core Strategy was subject to statutory consultation in July 2007, as well as prior to submission.

<b>South Wiltshire Core Strategy</b>
<b>Summary of Responses</b>
<ul style="list-style-type: none"> <li>• Support for the concentration of development at Salisbury;</li> <li>• No evidence to justify the need to provide the scale of housing proposed;</li> <li>• Significant concerns regarding the ability of South Wiltshire to deliver the scale of housing proposed;</li> <li>• Salisbury has significant environmental constraints which restrict the scale and distribution of development;</li> <li>• Significant concern that the existing infrastructure will not be able to support</li> </ul>

<sup>1</sup> A Core Strategy has been prepared for South Wiltshire, which included a separate consultation with communities. CM09252 App1

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| proposed development levels; and,<br>• The proposed scale of employment land is unrealistic. |
|--|

1.12 In light of the Government's announcement to abolish RSS, the Inspector agreed to suspend the Examination in order for Wiltshire Council to review the housing and employment figures within the submitted Core Strategy. This has been undertaken as part of this comprehensive review of housing and employment requirements for Wiltshire as a whole. Given the difference between the level of housing required and considered appropriate through this paper and that in the previously emerging RSS, it is considered that some focused changes to the draft Core Strategy will be appropriate.

## 2.0 Identifying Wiltshire's Strategic Housing Requirement

2.1 Existing housing requirements for Wiltshire are set down by the adopted Wiltshire and Swindon Structure Plan 2016 and the draft south west RSS, both are intended to be revoked through the Localism Bill. These are set out in **Appendix 1** for information.

2.2 There are a number of drivers and constraints that need to be understood and used to determine the new strategic housing requirement and distribution for Wiltshire. These are described below.

Drivers:

- (i) *Population growth* - Population growth and smaller household sizes place increasing pressures and demand for additional housing.
- (ii) *Economy* - Delivering higher levels of housing will support the economy in three ways. Firstly, additional housing will provide for a working age population that will attract employers to the area (or result in business start-ups). Secondly, the construction industry is a key employment sector that will be supported by the delivery of housing. Finally, additional housing will provide for a greater population with a corresponding increase in the disposable income of the area, which will support the local economy and vitality of town centres.
- (iii) *Housing need* - Affordability is more acute within Wiltshire than the national average. The primary solution to tackling the affordability problem is to ensure an appropriate supply of housing as well as the provision of affordable housing, most of which is expected to be delivered through private sector housing developments with nil/lower levels of public subsidy.
- (iv) *Vacant and second homes* - The ability to bring empty homes back into circulation will help to reduce pressures for new additional housing. While an element of empty properties is required to provide for natural turnover, long-term vacancy should be addressed. An allowance for second homes will need to be factored into future housing projections by providing additional homes to cater for this demand.
- (v) *Military changes* – The development of the Salisbury Plain super garrison will impact upon dwelling requirements within Wiltshire, especially as military personnel will increase and will be stationed in one place for a longer period. This will result in military personnel being more inclined to access the civilian housing stock, creating additional demand for housing.

Constraints:

- (i) *Market Factors* - As the local planning authority, Wiltshire Council can encourage and enable sustainable development. However, development is driven by market factors which are based on judgements of their financial viability. Therefore it is unlikely that housing delivery will exceed certain thresholds. The Council must therefore plan for realistic rates of delivery taking into account historic trends, economic circumstances and the ability of developers to bring sites forward (particularly given the reduced access to lending). It is considered appropriate to use historic rates of delivery during the buoyant market from 2001 to 2008 as providing a reasonable parameter for delivery across Wiltshire.
  - (ii) *Infrastructure* - In order to accommodate additional housing, current infrastructure needs, as well as those likely to arise through the delivery of additional housing, will need to be identified. This constraint will be considered when developing the distributions of the strategic growth requirement, at which point it will be possible to assess the local impact on infrastructure. This will need to be considered and addressed through the Infrastructure Delivery Plan and Core Strategy to ensure the deliverability of policy.
- 2.3 A balance needs to be struck between these constraints and drivers while taking into consideration the need to promote sustainable development in line with the Community Plan and objectives of the emerging Wiltshire Core Strategy (broadly supported through the Wiltshire 2026 consultation), which is both a driver and constraint. Future housing growth should therefore contribute to: supporting the self containment of settlements; helping address housing needs across Wiltshire; creating an economy that is flexible, adaptive and competitive; and safeguarding the natural and historic environment where possible by ensuring the impacts of development are capable of mitigation.

Development of Initial Range

- 2.4 Using some of the drivers, a number of projections have been undertaken to identify an initial range for consideration, as follows:
- (a) *A natural change projection*: This assumes that no migration will occur from 2009 onwards over the plan period. It provides a baseline projection demonstrating the needs of Wiltshire's current population alone, with an allowance for births. It is unrealistic, as we live in a free market and so there will inevitably be migration flows to areas with a high quality of life or economic prospects. However, it is used to demonstrate the resident need alone.
  - (b) *Population-led projection*: This assumes that recent trends in migration, fertility and mortality will persist for the remainder of the period. It provides the most realistic forecast of growth subject to external factors (such as dwelling delivery and economic factors). It assumes the status quo and does not necessarily take into account the effects that policy will determine (as indicated in paragraph 2.3 above).
  - (c) *An employment-led projection*: This assumes that the projected employment growth in Wiltshire will be delivered, and that the working population will grow to meet this, with the current propensity to out-commute being maintained. The projected employment growth is based on Local Economy Forecasting Model generated by Cambridge Econometrics.

- (d) *A job-alignment projection*: This assumes that the projected employment growth in Wiltshire will be delivered, and that the working population will grow to meet this, but that current out-commuters will change jobs (or at least relocate) to fulfil one of the newly arising job opportunities in Wiltshire. In effect, it results in a zero net-commuting scenario.

The outputs from these projections are presented in Table 1.

*Table 1: Projection Results*

	<b>Difference 2006 - 2026</b>		
	<i>Population</i>	<i>Households<sup>1</sup></i>	<i>Dwellings<sup>2</sup></i>
<i>(a) Natural Change from 2009</i>	32,800	19,600	19,200
<i>(b) Population led</i>	65,500	42,700	43,200
<i>(c) Economic led</i>	96,600	56,800	57,800
<i>(d) Job alignment led</i>	44,600	35,800	35,900

<sup>1</sup>A household is defined to be either a person living alone or a group of people living together with common housekeeping.

<sup>2</sup>A dwelling is defined to be a self-contained unit of accommodation other than in a communal establishment. Dwellings can be vacant or occupied for only part of the year. These are calculated as the remainder of the dwelling growth from 2001 to 2026, once completions from 2001 to 2006 are discounted.

- 2.5 In an open market economy a natural change projection is unrealistic as migration will occur. This is presented for illustrative purposes to indicate the need arising from the existing population and should be discounted as a policy aspiration. This leaves a range of **35,900** to **57,800** for consideration. This base range does not represent the housing requirement for Wiltshire rather it identifies a range for further refinement.

### Refining the Range

- 2.6 In refining the range, we need to consider the constraints as well as drivers. In particular there are two fundamental influences in Wiltshire that enable a more realistic range of housing requirements to be developed:
- (i) Economy - the development of an economy that is fit for the future (as emphasised in the Community Plan); and
  - (ii) Deliverability - ensuring that what is planned for is actually deliverable.

### *Economy*

- 2.7 A healthy economy requires the provision of a sufficient number of economically active people to encourage economic investment in Wiltshire. If too small there won't be available employees for new employers and employment growth, if too large employment needs will have to be met by further out commuting. Wiltshire requires enough of a workforce buffer to ensure the availability of a workforce to attract future employment investment but not so much to drive up levels of out commuting and unemployment.

- 2.8 Delivery towards the bottom end of the projections (35,900, projection (d)) assumes that the number of employed residents will match the proposed number of jobs, with an allowance for double-jobbing (5%). This also allows for a workforce buffer, consisting of the unemployed, based on the relatively low levels of unemployment in 2001 (8,800 unemployed). It should be recognised that the buffer will increase through the reduction in public sector employment (both within Wiltshire and Wiltshire residents that out commute) for which no specific allowance is provided for in the projections.
- 2.9 Conversely delivery towards the top end (57,800, projection (c)) would mean an additional 26,200 residential workers who could support new employment delivery. However, this would require the timely delivery of significant new employment opportunities<sup>2</sup> within Wiltshire in order not to exacerbate levels of out commuting.
- 2.10 It is therefore a matter of aspiring to reducing the commuting flows whilst providing for future investment in employment. As such, it is recommended to plan for housing within but not at either end of the range.

#### *Deliverability*

- 2.11 Delivery rates achieved through the recent buoyant market (2001 to 2008), at an average of around 2,106 net additional dwellings per annum, provide an indication of what level of housing can be achieved within Wiltshire. Over a 20 year period, this equates to around 42,100, over 20% in excess of existing Structure Plan requirements and as such represents a challenging target. By comparison, since the downturn (2008 to 2010) this has fallen to an average of 1,750 net additional dwellings (which would equate to 35,000 dwellings over 20 years).
- 2.12 Given the current market conditions and need to identify a deliverable target, while taking into account economic considerations, it is appropriate to set the upper level of the housing requirement to be consistent with historic rates (42,100). However, it is recognised that the population-led (b) projection identifies a need for some 43,200 dwellings over the plan period 2006-2026, broadly consistent with historic rates. As such, the range for consideration should be increased to 43,200, with the lower end remaining at 35,900. This increase, also allows for the impact of the military on the civilian stock.

#### Testing the Range

- 2.13 Three delivery scenarios have been used to further test the implications of taking a different point across the range:
- *Scenario 1*: Limited delivery of 35,900 dwellings.
  - *Scenario 2*: A mid-range scenario of 39,000 dwellings.
  - *Scenario 3*: Challenging delivery of 43,200 dwellings.

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<sup>2</sup> Employment projections involve the extrapolation of short term (rather than longer term trends) that can be optimistic and should therefore not be solely relied on to determine housing requirements.



Table 2: Scenario Testing

	Scenario 1	Scenario 2	Scenario 3
	Limited delivery scenario	Mid-range scenario	Challenging delivery scenario
Dwelling increase which equates to:	35,800	39,000	43,200
(i) Population increase	46,600	52,900	61,300
(ii) Household increase	34,500	37,500	41,600
(ii) Workforce increase	-1,600	2,500	7,900
(iii) Jobs increase*	-1,900 to 23,400	1,800 to 27,500	6,700 to 33,000

\*Lower end of 'job increase' range based on assumption that commuting levels continue. The levels of job increase above the lower end will depend on how many economically active are able to meet their workplace requirements in Wiltshire, for example, existing out commuters changing their workplace to Wiltshire.

2.14 The following key considerations can be drawn from the table:

- The limited delivery scenario would not provide the workforce increase to support the current number of jobs in the county, if existing commuting flows are maintained;
- Increasing delivery towards the upper end (provided that delivery is in appropriate locations) will have a more positive effect on improving the attractiveness of Wiltshire to employment investors, who are looking for an available workforce, supporting the economy of Wiltshire. This in turn may help provide alternative local job opportunities for those out-commuting;
- Delivery towards the top end of the range will have a more positive effect on affordability of housing within Wiltshire by increasing overall supply, as well as creating greater opportunity to secure affordable housing developments.

2.15 While the lower end of the range may limit the available workforce to support employment delivery, as mentioned in paragraph 2.8, public sector job losses will increase the workforce buffer as would empty homes if they are brought back into use. Furthermore, housing delivery at this level would be within the ratio of new dwellings to new jobs used within the development of the RSS<sup>3</sup>. It is therefore reasonable to keep this at the lower end of the range.

### *Sustainability Appraisal*

2.16 The overall range has also been tested through Sustainability Appraisal (SA). The purpose of SA and key findings are provided at **Appendix 2**. The conclusion of the SA states:

<sup>3</sup> In the development of the RSS a ratio was generated that sought to align the number of jobs that could be delivered to the number of dwellings. In the two areas that covered Wiltshire, ratio of 1.25 and 1.5 were calculated. In order to deliver the proposed 27,690 jobs using this method would generate a requirement of 34,600 to 41,500 dwellings.

*“Housing provision towards the lower end of the range may not achieve community and economic benefits, particularly in terms of affordable housing, attracting inward investment and infrastructure provision. Consequently, housing provision towards the higher end of the range may lead to environmental impacts that are difficult to mitigate and that may also adversely affect the achievement of other social and economic goals.*

*It is likely that in order to best achieve a balance between protecting and enhancing the environment and pursuing housing growth that will lead to significant social and economic benefits, a mid range housing scenario should be pursued, provided there are strong links to Core Strategy policies that will ensure housing growth is sustainable”.*

### **Deriving the requirement for South Wiltshire**

- 2.17 A consistent method has been used to develop the housing requirement for South Wiltshire. Initially, the same projections as were generated for Wiltshire were generated for South Wiltshire. This identified a disparity between the employment and population based projections, whereby the population growth of the area is unlikely to be able to support the employment growth realistically. Further analysis of the Cambridge Econometric employment projection was undertaken, and it is considered that the level of growth identified is so ambitious as to be unrealistic. Nevertheless, in order to maximise the potential for employment delivery, the level of housing delivery should be as ambitious as possible, within the constraints identified, to provide for potential for employment delivery.
- 2.18 Deliverability was considered to be the major constraint for South Wiltshire. Unlike the remainder of Wiltshire, the area has seen delivery increase since 2005, with an average of 445 dwellings per annum. Assuming that delivery of this order could continue, South Wiltshire could deliver in the order of 8,900 dwellings across the plan period. Indeed, it may be that the level of delivery may be able to be increased in this area as the current economic downturn does not seem to have affected the deliverability of housing as it has elsewhere within Wiltshire, and as such some further analysis was undertaken.
- 2.19 The greatest increase in housing delivery nationally was from the 1950's to the 1960's reflecting a fundamental change in demand and the economy. If this scale of change were to occur in South Wiltshire (which would be ambitious), then this would result in a maximum deliverable figure of 10,600 dwellings over the plan period. However, it would require a very substantial change in local economic performance to deliver towards the top end of this range. This presents an initial range of 8,900 to 10,600, which is minimally amended in the light of the following consideration.
- 2.20 The demand created by the additional military population (arriving as part of the development of the Salisbury Plain super garrison) is likely to support the housing market in the area and so further housing should be able to be delivered to meet this specific need. An indicative estimate of 300 dwellings is assumed to be supported in this way (assuming the same level of housing is likely to be required per military employee as that estimated in Tidworth). This minor amendment is applied to the bottom of the range, but not to the top as this is already considered so ambitious. Therefore, the range for South Wiltshire is 9,200 to 10,600. It is considered appropriate to consider a housing requirement in the mid-point of this range at 9,900 dwellings.

## Proposal and next steps

- 2.21 Targeted consultation (see paragraph 2.22) will be used to determine the appetite for growth outside of south Wiltshire, which together with other evidence will help inform appropriate distributions of growth at community area and town level. This will help identify where in the range the housing requirement for Wiltshire should be. The proposed housing range for Wiltshire over the period 2006 to 2026 has been identified as **35,900** to **43,200** net additional dwellings. This is intended to strike a balance between realistic delivery and encouraging economic growth within Wiltshire, while ensuring sustainable patterns of development within environmental limits. The upper limit is a reduction on the scale of housing proposed through the Proposed Changes version of the RSS (44,400 net additional dwellings), while the lower limit is a small increase from the levels in the adopted Structure Plan, assuming that the development to the West of Swindon was included within the Wiltshire target (35,000 net additional dwellings).
- 2.22 It is proposed that an overall requirement and distribution of housing should be included within the draft Core Strategy, which will be widely consulted on in Spring 2011. The targeted consultation will be with Representatives of local communities at meetings focused on towns to take place late February/March. This is only applicable to the Community Areas outside of South Wiltshire due to the ongoing South Wiltshire Core Strategy examination process, which is expected to determine the requirement for South Wiltshire.
- 2.23 The meetings with local community representatives should build upon previous consultations, particularly Wiltshire 2026, to verify (in the majority of areas) or to re-assess the aspirations for development within each community area, using up-to-date evidence to assist the community to explore the likely impacts of various levels of housing delivery.

## Annex 1: Wiltshire Housing Requirements

- Existing housing targets for Wiltshire are set down by the adopted Wiltshire and Swindon Structure Plan 2016 and the draft south west RSS, both are intended to be revoked through the Localism Bill.
- The draft RSS targets were based on initial evidence provided by Wiltshire County Council through the submission of Section 4(4) advice. These were subsequently revised during the Examination in Public (EiP) of the RSS. The Proposed Changes version of the RSS identified the most recent regional strategic housing requirements for Wiltshire. Table 1 shows the evolution of Wiltshire's housing requirements.

*Table 1*

<i>Area</i>	<i>Wiltshire &amp; Swindon Structure Plan 2016 (adopted April 2006)</i>	<i>Section 4(4) Advice (approved by Cabinet September 2005)</i>	<i>Draft RSS 2006-2026 (published June 2006)</i>	<i>RSS Proposed Changes (published July 2008)</i>
	<i>1996 - 2016</i>	<i>2006 – 2026</i>		
<i>East</i>	5,250	5,000	5,000	6,000
<i>North</i>	10,000 <sup>1</sup>	11,000 <sup>2</sup>	10,000 <sup>3</sup>	13,700 <sup>4</sup>
<i>South</i>	8,000	9,000	9,200	12,400
<i>West</i>	11,750	10,500	10,500	12,300
<i>Wiltshire Total</i>	<i>35,000</i>	<i>35,500</i>	<i>34,700</i>	<i>44,400</i>

<sup>1</sup> Includes 1,000 dwellings at the western edge of Swindon within Wiltshire and/or Swindon Borough.

<sup>2</sup> Includes 2,000 dwellings at the western edge of Swindon within Wiltshire and or Swindon Borough.

<sup>3</sup> Includes a requirement to provide 1,000 dwellings at the western edge of Swindon within Wiltshire

<sup>4</sup> Includes a requirement to provide 3,000 dwellings at the western edge of Swindon within Wiltshire

## Annex 2: Sustainability Appraisal

1. A sustainability appraisal (SA) has been undertaken on the proposed range of net additional dwellings to be provided in Wiltshire over the plan period (2006 to 2026) to ensure that sustainability considerations have been taken into account. SA forms a key part of the development plan process helping ensure that sustainable development is pursued in an integrated manner to reflect environmental, social and economic objectives. Key findings from the SA include:
  - (i) Housing provision is likely to lead to significant benefits in terms of economic development and social inclusion, but also significant negative impacts on the environment, particularly at the higher end of the range, if appropriate mitigation measures are not fully incorporated;
  - (ii) Housing provision can support the local economy by providing a working age population that may attract employers to the area (or result in business start ups).
  - (iii) Corresponding disposable income in Wiltshire, from an increased population, would help support local economy and viability of town centres.
  - (iv) Vital that housing development is supported by significant increase in employment provision to help reduce already significant levels of out-commuting, by allowing people the choice to work more locally.
  - (v) Any housing provision in the range is likely to have adverse impacts on natural environment (loss of greenfield and high value agricultural land; pressures on water resources; increased greenhouse gas emissions; effects of housing development and consequent increased population on need to travel) but many are capable of mitigation through careful consideration of location and incorporating sustainability principles into new developments.

(Wiltshire's Housing Requirements - Sustainability Appraisal, January 2011')

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## PROPOSED CHANGES TO SOUTH WILTSHIRE CORE STRATEGY

The proposed focused changes arising from the review of the housing and employment requirements of the South Wiltshire Core Strategy Proposed Submission Draft are set out below. All other changes are consequential to these and are not shown here.

All changes including consequential changes are available to view on <http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=130&MId=944&Ver=4>

Underlined text represents new text within the South Wiltshire Core Strategy, ~~strike through~~ text represents deletions. Please note this represents changes to the South Wiltshire Core Strategy Proposed Submission Draft as proposed by the Council in light of this review.

Page numbers have been provided that correspond with those in the South Wiltshire Core Strategy Proposed Submission Draft (July 2009).

### Page 30: Strategic Objective 2

**Strategic Objective 2:** To provide everyone with access to a decent, affordable home. This Strategy makes provision for ~~42,400~~ 9,900 new homes in south Wiltshire to meet demand up to 2026. It sets out a plan for an appropriate mix of types, sizes and tenures, particularly in order to address affordable housing needs. It identifies deliverable strategic sites to ensure there is a rolling five-year supply of housing.

Desired outcomes:

- The delivery of ~~42,400~~ 9,900 new homes carefully managed to be in the most sustainable location and to respect the local character. Well over half the number will have been built in or around Salisbury, with significant growth in Amesbury.
- More modest growth proportionate to the size of the settlement will have been delivered in the local centres of Mere, Downton, Wilton and Tisbury.
- The Strategy has addressed the shortfall in affordable homes across south Wiltshire through ensuring a minimum of 40% of such homes have been delivered in all new schemes of 15 or more houses and 25% on developments of 5 to 14 houses.
- All new homes meet the Lifetime Homes Standards, to allow more of the ageing population to live in their own communities.
- New homes have delivered water efficiency improvements and where possible, will be low carbon or carbon neutral.
- The regeneration of the UK Land Forces HQ in Wilton with a significant number of new homes matched by employment opportunities will have taken place.
- The regeneration of Salisbury will have been achieved through a residential led mixed-use development on the Churchfields Estate.
- New pitches will have been provided for gypsies and travellers.

#### Headline performance indicator:

Net additional homes provided per year (National indicator 154 to be monitored through AMR).

Target: average of ~~620~~ 495 new homes per year.

### Page 31: Strategic Objective 3

**Strategic Objective 3:** To deliver a thriving economy which provides a range of job opportunities to match a growing population and where traditionally strong sectors, such as scientific research and development, continue to be world leaders.

To facilitate economic growth in a sustainable manner, this Strategy will deliver the following outcomes over the next 20 years:

Desired outcomes:

- Land will have been identified in sustainable locations to provide for about ~~13,900~~ 10,400 new jobs up to 2026.
- The business aspirations of Porton Down, Boscombe Down, Salisbury District Hospital and the MOD will have been delivered.
- Growth sectors specific to south Wiltshire, such as biotechnology and military sectors will have been successfully facilitated.
- Relocation of businesses from the Churchfields Estate to more unconstrained locations will have been implemented.
- The regeneration projects identified through the Salisbury Vision, such as redevelopment of the Maltings/Central Car Park will have been delivered.
- The loss of 1200 jobs caused by the relocation of the UK Land Forces HQ away from Wilton will have been mitigated.
- Strategic employment growth will have been designed to meet ~~RSS~~ and building regulation environmental targets in order to contribute to the delivery of a low carbon economy.

Headline performance indicator:

Creation of new jobs per year (monitored on NOMIS figures at [www.nomisweb.co.uk](http://www.nomisweb.co.uk) and reported in AMR).

Target: average of ~~690~~ 520 jobs per annum (~~as per RSS requirement~~)

## Page 45: Core Policy 1

### Core Policy 1 - The Settlement Strategy and distribution of growth in south Wiltshire

This Strategy plans for the delivery of ~~12,400~~ 9,900 dwellings and ~~13,900~~ 10,400 jobs over the period to 2026. The growth required to meet local needs will be accommodated in the following manner:

#### Salisbury and Wilton Community Areas

##### Salisbury and Wilton.

Planned growth:

~~7,480~~ 6220 homes and ~~36~~ 29 ha (~~30~~ 23 ha new allocation and 6 ha saved) of employment land. A retail-led mixed-use development is also planned.

The city of Salisbury is identified as a Strategically Significant City or Town ("SSCT") under ~~Development Policy A of the RSS. Salisbury is the primary service, economic and cultural centre for south Wiltshire and, in line with RSS, will remain the focal point for the majority of new development in south Wiltshire.~~

##### Wilton Community Area

Planned growth:

~~Wilton Local Service Centre: 620 homes, 3 ha of employment land~~

~~Rest of Wilton Community Area: 950~~ 220 homes

~~Wilton is the Local Service Centre for its Community Area and relates to Development Policy B in the RSS. The proximity of Salisbury to the east means that Wilton has a functional relationship with its larger neighbour but retains an identity of its own. The UK Land Forces HQ in Wilton is a strategically important regeneration site, which will deliver employment and housing. The Community Area has three secondary villages (equivalent to RSS Development Policy C), which are Broad Chalke, Dinton and Great Wishford, where limited growth will be appropriate.~~

##### Amesbury Community Area

Planned growth:

~~Amesbury Service Centre: 4960~~ 2100 homes.

~~Rest of Amesbury Community Area: 690~~ 295 homes, 17 ha of employment land

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Amesbury, with support from Durrington and Bulford, is the Service Centre for the area. Although these settlements are distinct from one another, their close geographical and functional relationships between Amesbury, Durrington and Bulford mean that they constitute a unique group of settlements within south Wiltshire that ~~neither conforms to the SSCT category nor is not~~ directly comparable with any other category of settlement. ~~the Local Service Centres or any of the Village categories.~~ Amesbury Community Area contains the majority of allocated employment land in south Wiltshire (outside Salisbury of the SSCT), including land at Solstice Park, Boscombe Down and Porton Down. Porton, Shrewton, and Tilshead are secondary villages in this community area, as well as “The Winterbournes” collectively. These settlements ~~conform to Development Policy C of the RSS and~~ perform a complementary role to Amesbury, Durrington and Bulford, each having a range ~~a more~~ local of services, which serve the surrounding areas.

#### Southern Wiltshire Community Area

##### Planned Growth:

Downton Local Service Centre: ~~490~~ 300 homes

Rest of Southern Wiltshire Community Area: ~~550~~ 365 homes

Downton is a large settlement providing a good level of services and performs the role of Local Service Centre for this Community Area. It provides a good source of employment with one of eight strategically important employment sites in south Wiltshire located in Downton. The secondary villages (~~equivalent to RSS Development Policy C~~) in the Southern Wiltshire Community Area are Alderbury, Coombe Bissett, Morgan’s Vale/Woodfalls, Pitton, Whiteparish and The Winterslows. These villages provide a reasonable level of local services and facilities where modest growth will be appropriate. The proximity of Salisbury to the north means that a number of settlements located in the northern part of this community area have a much stronger functional relationship with the City ~~performing which performs~~ the role of the service centre, rather than with Downton.

#### Mere Community Area

##### Planned Growth:

Mere Local Service Centre: ~~270~~ 200 homes 3 ha of employment land

Rest of Mere Community Area: ~~20~~ 0 homes

Mere is the Local Service Centre for this Community Area as it offers a range of services and facilities and is an important centre for the outlying villages in the west of south Wiltshire. This Community Area is unique in south Wiltshire in that there are no settlements that perform a secondary village role and hence it is anticipated that the majority of growth will take place in Mere over the plan period. A subsequent Site Specific Allocations DPD will identify where ~~Where~~ exactly this growth will take place ~~will be identified through a subsequent Site Specific Allocations DPD~~. The existing Local Plan employment allocation at Mere of approximately 3 hectares will be implemented during the period of this Strategy.

#### Tisbury Community Area

##### Planned Growth:

Tisbury Local Service Centre: ~~460~~ 200 homes. 1.4 ha of employment land

Rest of Tisbury Community Area: ~~270~~ 220 homes

Tisbury is the Local Service Centre for this Community Area and serves a wide and sparsely populated hinterland. The existing Local Plan employment and housing allocations on Hindon Lane will be implemented during the period of this Strategy. Fovant, Hindon and Ludwell are the secondary villages in this Community Area. These villages provide a reasonable level of local services and facilities and can accommodate reasonable levels of growth. Specific sites that can accommodate this growth will be identified through a subsequent Site Specific Allocations DPD.

The Council’s target for housing development on previously developed land is 34% from the date of adoption of this Core Strategy to 2026. This includes the conversion of existing buildings.

Apart from the housing numbers attached to Local Service Centres, development will be focussed on the Secondary Villages in each Community Area. In addition, infill development will be permitted in the Small Villages of Barford St Martin, Bodenham, Britford, Chilmark, Figheldean/Ablington, Fonthill Bishop, Fovant, Gomeldon, Great Wishford, Middle Woodford, Newton Toney, Odstock, Orcheston,

Stapleford, Steeple Langford, Wylve and Zeals. Exception development, based on identified local need, will also be permitted in these villages.

~~New housing will not be permitted outside the settlements named in Core Policy 1~~

~~[nb. numbers rounded]~~

~~Note: All numbers have been rounded up and include a contingency allowance.~~

Targets: Qualitative: The delivery of levels of growth in conformity with the Settlement Strategy; average of ~~620~~ 495 housing completions per year; 34% of housing completions per year to be on previously-developed land.

Monitoring and Review: AMR & housing trajectory, number of dwellings built in sustainable locations aligned with the Sustainable Settlement Strategy.

Delivery Responsibility: Wiltshire Council, Development Industry, Strategic Partnerships.

Policies replaced: Policy H1

## Page 49: Core Policy 2

### Core Policy 2: Strategic Allocations

Planning permission will be granted for proposals that meet the requirements set out in the Development Templates at Appendix A of this document, for the following sites:

	Housing	Employment and other uses
Fugglestone Red	1250 dwellings	8 ha
Hampton Park	500 dwellings	0 ha
Longhedge (Old Sarum)	<del>800</del> <u>450</u> dwellings	8 ha
Churchfields & Engine Sheds	1100 dwellings	5 ha to be retained
UKLF	450 dwellings	3 ha
<del>South of Netherhampton Road</del>	<del>400 dwellings</del>	<del>10 ha</del>
Central Car Park external area	200 dwellings	Up to 40,000 sq m gross retail and leisure floorspace
Kings Gate, Amesbury	1300 dwellings	0 ha
Former Imerys Quarry	0 dwellings	4 ha

The specific, detailed infrastructure requirements to allow this Strategy to be delivered are included in the Area Visions (Chapters 6-11), the Development Templates at Appendix A and Integrated Delivery Plan at Appendix E. Key strategic elements of infrastructure central to the delivery of this plan are:

- New secondary school capacity for Salisbury.
- New primary schools at strategic sites at Fugglestone Red, Hampton Park, Longhedge, ~~Harnham~~ and Kings Gate.
- Additional doctor and dentist surgery capacity.
- Adequate fire service response to areas of new growth.
- Green Infrastructure linkages.
- Retention of important green infrastructure to the northern slopes and the green lung running south from land east of Old Sarum and west of Hampton Park.
- Demand Management measures to alleviate additional traffic pressures on Salisbury ring road.
- A strategy for mitigating phosphate levels in the watercourses.
- An integrated 'water grid' to ensure water supply.

Targets: See Core Policy 1; Reduction in local unemployment figures.

Monitoring and Review: AMR housing completions; NOMIS official labour market statistics.

Delivery Responsibility: Wiltshire Council; Developers.

Policies replaced: None

## Page 59: Paragraph 5.46 (b)

### 5.46 (b) Strategic areas of search around Salisbury

The map 'potential areas for strategic growth in and around Salisbury/Wilton' in topic paper 19 ~~site selection process and SHLAA have indicated~~ broad areas of search around Salisbury. ~~which may provide in the region of 1000 additional homes.~~ As part of our ongoing monitoring process, if further land is required in the future, the sites at Netherhampton and an additional phase at Longhedge should be considered. If necessary further work through a site allocation DPD will be required to further investigate these sites to see if they are deliverable.

## Appendix A (Page 143)

### Pages 145 to 147 - Hampton Park development template

Place shaping requirements:

In addition to the provisions of 'Creating Places' and saved Local Plan policies, master planning of this site needs to specifically address:

- Safeguarding zone for the high pressure gas main
- A strongly defined urban/rural edge to the north of the site
- The layout and utility of the Country Park, with added flexibility over the future function of the green open space to allow the community to agree its best use.
- Defining the strategic gap between the development and the settlement of Ford - The layout of any development shall be revised to increase the width of the strategic gap between the development and Ford
- A community forum be established to help steer the development for the site and ensure that outcomes meet local aspirations.

**Page 164** - Longhedge development template to be amended to state up to 450 dwellings.

**Page 161 to 163** - Delete South of Netherhampton Road development template

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**Wiltshire Council**

**Cabinet  
15 February 2011**

**Council  
22 February 2011**

---

**Subject: Wiltshire Local Transport Plan 2011-2026**

**Cabinet Member: Councillor Dick Tonge – Highways and Transport**

**Key Decision: Yes**

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## **Executive Summary**

The Local Transport Plan (LTP) is a statutory document. A new Wiltshire LTP (LTP3) has to be published by 31 March 2011.

The scale and scope of the LTP3 has been reduced in light of ongoing planning and funding uncertainties. Once clarity is restored, the remaining elements of the LTP3 are planned to be developed in 2011/12.

Public consultation on the draft LTP3 took place during October and November 2010.

The LTP3 is currently made up of the following elements:

- Strategy
- Implementation Plan
- Freight Strategy
- Public Transport Strategy
- Road Safety Strategy
- Car Parking Strategy (as approved by Cabinet at its meeting on 14 December 2010).

The LTP3 has been subject to a Strategic Environmental Assessment, Habitats Regulation Assessment and Equality Impact Assessment.

## **Proposals**

That Cabinet:

- (i) Approves the Wiltshire Local Transport Plan (LTP3) 2011 – 2026 and recommends adoption by the Council at its meeting on 22 February 2011.
- (ii) Notes that further LTP3 theme strategies and area strategies, and an implementation plan for 2012/13 – 2014/15, are planned to be developed in 2011/12.

(iii) Delegate authority to the Corporate Director for Neighbourhood and Planning in consultation with the Cabinet Member for Highways and Transport to finalise the document for publication by 31 March 2011.

**Reason for Proposal**

To ensure the timely publication of a statutory document.

**Mark Boden**  
**Corporate Director, Neighbourhood and Planning**

## **Wiltshire Council**

**Cabinet**  
**15 February 2011**

**Council**  
**22 February 2011**

---

**Subject: Wiltshire Local Transport Plan 2011-2026**

**Cabinet Member: Councillor Dick Tonge – Highways and Transport**

**Key Decision: Yes**

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### **Purpose of Report**

1. For Cabinet to approve the Wiltshire Local Transport Plan (LTP3) 2011-2026.

### **Background**

2. The 1998 White Paper, 'A New Deal for Transport: Better for Everyone', introduced the concept of LTPs to steer the implementation of national transport policies at the local level. The Transport Act 2000 then made it a statutory requirement for local transport authorities to produce LTPs. The current Wiltshire LTP runs from 2006/07 – 2020/11 (LTP2).
3. The Local Transport Act 2008 has provided local authorities with greater flexibilities in how they develop and review their LTPs. These flexibilities have been reflected in the Department for Transport's (DfT's) guidance (July 2009), key elements of which include that LTPs should:
  - be reviewed as required by the local transport authority and not necessarily every five years as with the first two LTPs;
  - include a long-term strategy and a shorter duration implementation plan;
  - be based on five national transport goals;
  - reflect a number of other plans and duties;
  - be subject to a number of statutory assessments (Strategic Environmental Assessment (SEA), Equality Impact Assessment (EqIA) and Habitats Regulation Assessment (HRA));
  - include consultation with statutory and other consultees; and
  - be developed in line with the process recommended by the Eddington Transport Study (2006).
4. The coalition government has reiterated the statutory duty of local transport authorities to publish their LTPs by 31 March 2011 in accordance with the DfT's guidance.
5. Following consultation on an LTP3 Issues Paper in early 2009, the Cabinet Member for Highways and Transport approved the LTP3's overall goals, strategic transport objectives and key challenges on 17 February 2010.

6. The draft Wiltshire LTP3 and supporting documents (available from <http://wiltshire.limehouse.co.uk/portal/ltp/ltp3>) were subject to consultation from 4 October to 26 November 2010. In response to the uncertainties created by the general election and subsequent planning and funding changes, the LTP3 Project Board took the pragmatic decision to reduce the scale and scope of the LTP3 by:
  - (i) only producing a one-year implementation plan;
  - (ii) not including the area transport strategies for Chippenham, Devizes, Salisbury and Trowbridge; and
  - (iii) reducing the number of theme strategies to four: car parking (approved by Cabinet at its meeting on 14 December 2010), freight, public transport and road safety.
7. It is recognised, however, that as the LTP3 will be used to support funding bids and make the case for third party investment, it needs to strike a balance between long-term aspirations and recognising the short-term planning and funding uncertainties and constraints.
8. Once clarity has been restored to the planning and funding picture, the Council will produce a three year implementation plan, area transport strategies for Chippenham, Devizes, Salisbury and Trowbridge, and the remaining theme strategies (accessibility, cycling, network management, powered two wheelers, smarter choices, transport asset management plan and walking). It is anticipated that all of these documents and the required statutory assessments will be subject to public consultation during 2011/12.
9. Officers have been preparing the final LTP3 in light of the consultation responses and other evidence to ensure that it meets the requirements of the DfT's guidance and helps support local objectives. The final stages of this work are still in progress. The main changes made to each section of the consultation draft LTP3 are detailed in **Appendix 1**.
10. A draft of the final Wiltshire LTP 2011 – 2026 is available on the Council's website.

## **Main Considerations for the Council**

### Structure of the Wiltshire LTP3

11. The strategy part of the LTP3 covers the period 2011/12 – 2025/26 to tie in with the community plan and emerging local development framework (LDF) core strategy. Reviews of the LTP3 strategy would then generally be undertaken to coincide with reviews of the LDF core strategy.
12. An implementation plan has been developed for 2011/12. Following this, it is intended that rolling implementation plans of three years duration would be developed up to 2025/26. There will also be the need to develop transport infrastructure plans associated with the development growth proposed as part of the LDF core strategy.



13. Supplementary strategies are included on freight, public transport, road safety and car parking (the latter was approved by Cabinet at its meeting on 14 December 2010). As stated in paragraph 8, other theme strategies and area strategies are scheduled to be developed in 2011/12.
14. The following sections provide a brief summary of the LTP3 strategy, implementation plan and freight, public transport and road safety strategies.

### Strategy

#### Chapter 1 - Introduction

15. This sets out the wider role of transport, the role and format of the LTP3, outlines the DfT's guidance and highlights the current planning and funding realities that have impacted on the development of all LTPs.

#### Chapter 2 – Wider Context

16. Transport, perhaps more than any other policy field, needs to be 'joined up' with wider economic, social and environmental objectives. To this end, the LTP3 has been developed within the context provided by a number of European, national, local, community and corporate policy documents.

#### Chapter 3 – Challenges and Opportunities

17. This chapter gives an overview of transport in Wiltshire before outlining the key challenges and opportunities related to each of the national transport goals (a summary is provided in Table 3.1 in the LTP3 Strategy document). As stated in paragraph 5, the Cabinet Member for Highways and Transport approved the key LTP3 challenges in February 2010.

#### Chapter 4 - Consultation

18. The consultation programme used to inform the development of the LTP3 is shown in Table 1 below. An initial and general analysis of the responses to the consultation on the draft LTP3 was provided in the report presented to the Environment Select Committee meeting on 11 January 2011 (see **Appendix 2**). At this meeting it was resolved to hold a one-off Rapid Scrutiny Exercise to review the final draft LTP3 document prior to its consideration by Cabinet. The recommendations coming out of the Rapid Scrutiny Exercise have been considered by officers with the main changes being identified in **Appendix 1**.

**Table 1 – LTP3 consultation programme**

<b>Period</b>	<b>Consultation</b>
Ongoing	Meetings with GOSW, neighbouring authorities and others
March - May 2009	Issues Paper consultation
October 2009 - January 2010	Consultation on SEA and EqlA Scoping Reports
November - December 2009	Joint LDF/LTP3 Area Boards consultation (not Salisbury, South West Wiltshire, Southern Wiltshire and Amesbury)

February 2010	Cabinet Member report on development of LTP3
July - September 2010	Consultation on draft LTP3 Car Parking Strategy
September 2010	Presentation on draft LTP3 to Wiltshire Transport Alliance
September - November 2010	Feedback to Area Boards on car parking strategy consultation
October - November 2010	Consultation on draft LTP3 (including SEA, EqlA and HRA)
January 2011	Report and presentation to Environment Select Committee
January 2011	Presentation on final LTP3 to Wiltshire Transport Alliance

## Chapter 5 – Overall Strategy

19. The government requires that all transport authorities should develop, maintain and review a transport strategy which sets-out long-term goals, objectives and approaches.
20. The following process (based on the process recommended by the Eddington Transport Study) has been followed in developing Wiltshire's transport strategy to 2026:
  - (i) Set goals and objectives.
  - (ii) Identify challenges and opportunities.
  - (iii) Generate transport options to meet the goals and objectives, resolve the challenges and build on any opportunities.
  - (iv) Appraise the options against the goals and objectives, and deliverability factors (i.e. can it be built, can it be afforded, etc).
  - (v) Select the preferred transport options.
  - (vi) Determine the investment priorities.
21. The DfT's guidance sets out five national transport goals which local transport authorities are expected to consider as the over-arching priorities for their LTPs - the definition of these goals is provided in Table 5.1 of the LTP3 Strategy document. Subsequently, the coalition government has highlighted the overarching priorities of helping the economy grow and tacking carbon emissions, while not neglecting other important priorities including road safety, affordability, accessibility and people's health and wellbeing.
22. The DfT also expects local transport authorities to assess the relative importance of the national goals to their area. The priorities the Council has agreed (as per the Cabinet Member for Highways and Transport decision dated 17 February 2010) are set out in Table 2 below. It is important to note that many of the transport measures the Council and its partners may pursue will positively impact on all the goals. In establishing these priorities, it is considered that they are a good match to the transport priorities identified by the coalition government.

**Table 2 – Goal priorities**

Goal	Priority
Support economic growth	Most important
Reduce carbon emissions	Most important
Contribute to better safety, security and health	Important
Promote equality of opportunity	Least important
Improve quality of life and promote a healthy natural environment	Important

23. A number of local strategic transport objectives have been developed to sit underneath the goals to more clearly reflect local circumstances (see Table 3 below). These objectives derive from and relate to the analysis of challenges and opportunities, the national transport goals and the community plan objectives. As stated in paragraph 5, the Cabinet Member for Highways and Transport approved these objectives in February 2010.

**Table 3 – Strategic transport objectives**

Ref.	Strategic objective
SO1	To support and help improve the vitality, viability and resilience of Wiltshire's economy and market towns.
SO2	To provide, support and/or promote a choice of sustainable transport alternatives including walking, cycling, buses and rail.
SO3	To reduce the impact of traffic on people's quality of life and Wiltshire's built and natural environment.
SO4	To minimise traffic delays and disruption and improve journey time reliability on key routes.
SO5	To improve sustainable access to a full range of opportunities particularly for those people without access to a car.
SO6	To make the best use of the existing infrastructure through effective design, management and maintenance.
SO7	To enhance Wiltshire's public realm and streetscene.
SO8	To improve safety for all road users and to reduce the number of casualties on Wiltshire's roads.
SO9	To reduce the impact of traffic speeds in towns and villages.
SO10	To encourage the efficient and sustainable distribution of freight in Wiltshire.
SO11	To reduce the level of air pollutant and climate change emissions from transport.
SO12	To support planned growth in Wiltshire and ensure that new developments adequately provide for their sustainable transport requirements and mitigate their traffic impacts.
SO13	To reduce the need to travel, particularly by private car.
SO14	To promote travel modes that are beneficial to health.
SO15	To reduce barriers to transport and access for people with disabilities and mobility impairment.
SO16	To improve the resilience of the transport system to impacts such as adverse weather, climate change and peak oil.

SO17	To improve sustainable access to Wiltshire's countryside and provide a more useable public rights of way network.
SO18	To enhance the journey experience of transport users.

24. A number of strategic transport options were generated that could potentially help to meet the LTP3 goals and objectives, and in doing so, resolve the identified challenges. These were then assessed through a three stage appraisal process.
25. The outputs of the above options appraisal process, together with consideration of the SEA and EqIA findings and consultation responses, have been used in the development of the council's preferred strategic transport options.
26. As there are never enough resources to implement all the transport measures that are required, investment needs to be prioritised in order to achieve the best value for money outcomes. The overriding investment priority is for the Council to meet its statutory requirements. This is followed by the pragmatic investment priority to maintain and make best use of Wiltshire's existing transport infrastructure. Investment which is more aimed at achieving the LTP3's vision will be determined in relation to the investment priorities set out in Table 5.6 of the LTP3 Strategy document.

#### Chapter 6 – Approaches to Goals

27. As a strategy document, the LTP3 does not contain comprehensive details of individual schemes but rather sets out the Council's approach to the five national transport goals:
  - Support economic growth
    - Network management and maintenance
    - Supporting planned growth
    - Demand management
    - Freight management
  - Reduce carbon emissions
    - Climate change
    - Public transport
    - Smarter choices
    - Air quality
  - Contribute to better safety, security and health
    - Road safety
    - Active travel
    - School travel
  - Promote equality of opportunity
    - Accessibility planning
    - Reducing barriers
  - Improve quality of life and a healthy natural environment
    - Access to Wiltshire's countryside
    - The natural environment
    - Noise
    - Public Realm and Streetscene improvements.

### Implementation Plan

28. In order to deliver the LTP3 strategy and achieve its stated goals, it is important to develop an implementation plan that defines an appropriate programme of work and sets out the management systems that will be used to monitor its success.
29. Following the receipt of the DfT's local transport settlement letter on 13 December 2010, the programme for 2011/12 is currently being developed for approval by the Cabinet Member for Highways and Transport.
30. A number of indicators have been proposed to measure progress against each of the strategic transport objectives. However, targets have generally not been set at this stage. Appropriate targets and/or the use of a RAG based system will be considered as part of the further development of the implementation plan in 2011/12.

### Freight Strategy

31. The freight strategy is built around the following key measures:
  - (i) Freight routing – promotion of advisory freight routes including the development of access routes.
  - (ii) Freight management – the use of an assessment mechanism and hierarchy of responses to deal with local lorry issues.
  - (iii) Freight parking – the identification of adequate parking and stopping facilities.
  - (iv) Freight information – providing information and raising awareness through a variety of measures (e.g. signs, mapping and dedicated web portal)
  - (v) Freight consolidation – liaison with businesses and freight operators to explore opportunities for shared deliveries.
  - (vi) Rail freight – encouraging the modal shift of freight on to rail.
32. The freight strategy will be progressed in association with the Wiltshire and Swindon Freight Quality Partnership.

### Public Transport Strategy

33. The public transport strategy has been developed in light of the findings of a fundamental review of passenger transport policy and provision carried out in 2009/10. The context for this review was the significant challenges now faced by the Council and in particular, the tension between increasing demands, rising costs and diminishing funding.
34. The long-term public transport strategy focuses on making best use of resources, working in partnership, and setting in place procedures that will allow decisions on what services should be supported to be made in the light of availability of funding.
35. The public transport delivery plan sets out the actions that will be taken to progress the long-term strategy. This includes an action to produce a community transport development strategy to expand the role played by community and voluntary transport in meeting local transport needs.

36. The priorities and criteria used by the Council to guide spending on non-commercial bus services have been reviewed to make sure they are aligned to local objectives, and to allow services to be prioritised more robustly according to the functions they perform and their value for money.

#### Road Safety Strategy

37. The Council works closely with its road safety partners in the Wiltshire and Swindon Road Safety Partnership to maximise the effectiveness of resources committed to promote, educate and improve road safety and reduce casualties across the county.
38. The road safety strategy is fundamentally based on the proven approach of the 3E's: education, enforcement and engineering as identified in the Audit Commission report 'Changing Lanes' (2007):
- **Education** – road safety education, training and publicity covers a range of transport modes from motorised vehicles to sustainable modes such as walking and cycling. Vulnerable groups are offered road safety education programmes targeted to their particular needs.
  - **Enforcement** – the speed management strategy, which includes the Community Speed Watch initiative, assigns a level of intervention based on evidence of speeding and collision history.
  - **Engineering** - the resources available for collision reduction, local safety schemes, which involve engineering measures are targeted at the sites identified through the speed management strategy as having a speed and collision problem.

#### Car Parking Strategy

39. A draft car parking strategy was subject to public consultation during the summer and following feedback to all the Area Boards was considered and approved by Cabinet at its meeting on 14 December 2010.

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

40. The LTP3 is subject to a Strategic Environmental Assessment (SEA) as part of its development. The SEA Environmental Report was subject to public consultation from 4 October to 26 November 2010.
41. Table 4 below provides summary details on the performance of the draft LTP3 against each SEA topic (further details are provided in Appendix D of the SEA Environmental Report available from <http://wiltshire.limehouse.co.uk/portal/ltp/ltp3>).

**Table 4 Summary of Strategic Environmental Assessment**

<b>SEA Topic</b>	<b>Summary</b>
Biodiversity	No significant positive or negative effect
Land, soil and water resources	No significant positive or negative effect
Air quality and environmental pollution	No significant positive or negative effect
Climatic factors	No significant positive or negative effect
Historic environment	No significant positive or negative effect
Landscapes (and townscapes)	No significant positive or negative effect
Population	No significant positive or negative effect
Healthy communities	Significant positive effect
Inclusive communities	Significant positive effect
Transport	Minor positive effect
Economy and enterprise	Significant positive effect

42. Currently, carbon emissions from road transport sources account for approximately 27% of the overall total for the county, with the Wiltshire Environmental Alliance tasked with achieving a reduction. There are also a number of cross-cutting issues that have the potential to affect the level of carbon emissions from the transport sector. To successfully achieve the LTP3 goal of reducing carbon emissions, a mixture of measures will need to be considered and implemented in liaison with the Council's ECO team.
43. The comments made by the statutory consultees and others on the SEA Environmental Report have been considered by officers in the development of the draft final LTP3.
44. The LTP3 is also subject to a Habitats Regulation Assessment (HRA) as part of its development. The HRA Screening report was undertaken by consultants ENVIRON in consultation with Natural England (available from <http://wiltshire.limehouse.co.uk/portal/ltp/ltp3>). Following further liaison by the Council's County Ecologist with Natural England, the revised summary of the screening conclusions is as follows:

**Table 5 Conclusions of Habitats Regulation Assessment**

<b>Site name</b>	<b>Likely significant effect?</b>	<b>Likely in-combination effect?</b>	<b>What appropriate and sufficient mitigation is available that would remove the likely significant effect?</b>
Salisbury Plan SPA	x	x	Not required
New Forest SPA	x	x	Not required
Bath and Bradford on Avon Bats SAC	✓	✓	Lighting constraints to be agreed in consultation with Natural England
Kennet and Lambourn floodplain SAC	✓	✓	A robust construction method statement for all roadworks within the possible zone of impact, approved by the Council's County Ecologist
River Lambourn SAC	x	x	Not required
North Meadow and Clattinger Farm SAC	x	x	Not required
River Avon SAC	✓	✓	A robust construction method statement for all roadworks within the possible zone of impact, approved by the Council's County Ecologist

## Equalities Impact of the Proposal

45. The draft LTP3 was subject to an Equalities Impact Assessment (EqIA) as part of its development. The EqIA was subject to public consultation from 4 October to 26 November 2010.
46. The summary findings of the EQIA (available from <http://wiltshire.limehouse.co.uk/portal/ltp/ltp3>) included the following:

**Table 6 Summary of Equality Impact Assessment**

LTP3 Section	EqIA Assessment
Strategy	The strategic transport options were assessed as having between a negligible and a major beneficial effect on issues of equality.
Freight Strategy	The strategy does not impact adversely on any particular equality groups. However, there are negative impacts of the strategy on local freight businesses and communities that are located on the advisory freight route. Mitigation is provided through the promotion of the advisory freight network and the provision of parking areas.
Public Transport Strategy	<p>A key aim of the strategy is to improve options for accessibility for all members of the community. Therefore, the overall impact on equality issues should be positive.</p> <p>The specific needs of different groups have been identified through consultation and the strategy looks to address these by, for example, maintaining an adequate coverage and frequency of public transport service and encouraging the introduction of low floor buses.</p> <p>Providing services and improvements that meet the needs of all users is restricted by financial resources and the rural nature of the county. The strategy seeks to mitigate this situation by supporting the development of community and voluntary transport services.</p>
Road Safety Strategy	<p>The strategy is informed by an ongoing evidence base of data and consultation with relevant equality groups.</p> <p>Education and enforcement schemes are inclusive of all equality groups, and engineering schemes are DDA compliant. In addition, issues of equality and diversity are also considered as part of the statutory processes for any procurement procedures undertaken relating to the strategy.</p>

47. Details of the EqIA assessment on the car parking strategy were included in the report to Cabinet at its meeting on 14 December 2010.
48. The comments made by consultees and others on the EqIA have been considered by officers in the development of the draft final LTP3.



## Risk Assessment

49. A risk register has been set-up to inform the LTP3 Project Board. In addition, the risk 'Failure to deliver the LTP3 on time and at the required quality' has been added to the Council's corporate risk register.

## Financial Implications

50. The primary funding sources to support the LTP are now:
- Block funding for highways maintenance (capital)
  - Block funding for small (integrated) transport improvement schemes (capital)
  - Major scheme funding (capital)
  - Local sustainable transport fund (capital and revenue)
  - Wiltshire Council capital and revenue funding
  - Regional growth fund
  - Developer contributions
  - Other third party contributions.

51. The DfT has allocated the Council the following integrated transport block and highways maintenance allocations:

**Table 7 Capital funding allocations**

	<b>2011/12 (£000s)</b>	<b>2012/13 (£000s)</b>	<b>2013/14 (£000s)</b>	<b>2014/15 (£000s)</b>
Maintenance	14,431	13,813	13,020	12,262
Integrated	2,501	2,668	2,668	3,752
Total	16,932	16,481	15,688	16,014

52. These allocations are calculated through a needs-based formula and are final allocations for 2011/12 and 2012/13, and indicative allocations for 2013/14 and 2014/15. Significantly, these allocations are now provided as grant.
53. Details of the local sustainable transport fund were recently released in January. A decision on a bid will need to be made in due course and will be required to be submitted in the spring of 2011.

## Legal Implications

54. The publication of a new LTP by 31 March 2011 is a statutory requirement. Failure to approve and publish the LTP3 by this date would risk not meeting the requirement set out in the Transport Act 2000 as amended by the Local Transport Act 2008.

## Options Considered

55. The LTP3 needs to be developed in line with the DfT's guidance which advises local transport authorities to follow the process recommended by Eddington (see paragraph 20).

## **Conclusions**

56. The LTP3 is a key policy document that should influence many areas of the Council's business.
57. As presented in this report, development of Wiltshire's third LTP has been the result of a lengthy exercise, involving wide ranging consultation, and a careful reflection on the economic, environmental and social factors that are distinctive to the county.
58. The preceding sections illustrate the many factors that have to be considered in order to achieve a balanced and coherent strategy, made all the more complex due to the uncertainties with spatial planning and national funding allocations.
59. In summary, whilst road safety, social exclusion and health will remain areas where we will look for continued improvement, enabling economic recovery and reducing carbon emissions emerge as the headline priorities.

**Mark Boden**  
**Corporate Director, Neighbourhood and Planning**

Report Author:  
**Robert Murphy**  
Principal Transport Planner – Transport Policy  
(01225) 713458  
January 2010

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**The following unpublished documents have been relied on in the preparation of this Report:**

None

## **Appendices**

- Appendix 1 – Main changes made to consultation draft LTP3.
- Appendix 2 – Report to Environment Select Committee meeting 11 January 2011.

## Main suggested changes from draft LTP3

LTP3 Section	Suggested Change	Reason for Change
Foreword	<p>While acknowledging short to medium term difficulties, the LTP3 also needs to help achieve the long-term aspirations of a low carbon transport system in 2026.</p> <p>The Council should do more to engage the help of local communities as part of the 'big society' and 'localism' agendas.</p>	<p>Comment from Campaign for Better Transport, Duncan Hames MP and Environment Select Committee.</p> <p>Comment from Transition Community Corsham and Corsham Civic Society.</p>
Executive Summary	<p>Reduce in length.</p> <p>Update to reflect changes in main documents.</p>	Comment from David Feather.
1. Introduction	<p>Include details of theme strategies planned to be developed in 2011/12.</p> <p>Include outputs of comprehensive housing requirements review and details of Government funding streams in 'Current realities' section.</p> <p>Include a diagram which outlines the linkages and timelines of the LTP3 documents.</p>	<p>Comment from Etchilhampton Parish Council.</p> <p>To ensure the LTP3 is up-to-date.</p> <p>Comment from Environment Select Committee rapid scrutiny exercise.</p>
2. Wider Context	<p>Include brief details of recent White Paper 'Creating Growth, Cutting Carbon'.</p> <p>Remove references to regional context.</p>	<p>To ensure LTP3 is up-to-date</p> <p>To reflect changes by coalition government.</p>

LTP3 Section	Suggested Change	Reason for Change
	<p>Add section on minerals and waste policy documents.</p> <p>Update position on Local Enterprise Partnership proposal.</p> <p>Include reference to Stonehenge/Avebury World Heritage Site.</p> <p>Include reference to New Forest National Park Authority Local Development Framework which extends into Wiltshire.</p> <p>Update references to Wiltshire Community Plan.</p> <p>Where realistic, incorporate community area ambitions into LTP.</p>	<p>To reflect important linkages between the LTP and minerals and waste policy.</p> <p>To ensure LTP3 is up-to-date.</p> <p>Comment from South West Tourism and Avebury World Heritage Site.</p> <p>Comment from New Forest National Park Authority.</p> <p>To reflect adopted plan and comment from Campaign for Better Transport.</p> <p>Comment from Environment Select Committee rapid scrutiny exercise.</p>
3. Challenges and Opportunities	<p>Include reference to towpaths as an opportunity for cycle networks.</p> <p>Include reference to high costs of rail travel.</p> <p>Need references to more detailed data – key documents listed.</p>	<p>Comment from Mr Ken Oliver.</p> <p>Comment from Andrew Hungerford.</p> <p>Comments from Campaign for Better Transport.</p>

LTP3 Section	Suggested Change	Reason for Change
	<p>Include importance of car-free travel for international travel and importance of tourist features as attraction.</p> <p>Clarify position on sustainable drainage.</p> <p>Update information on AQMAs – Marlborough added.</p> <p>Add to opportunities the potential to promote community-led schemes to reduce social exclusion. Clarify text on opportunities to improve streetscene.</p>	<p>Comments from South West Toursim.</p> <p>Comments from the Environment Agency.</p> <p>Comment from local councillor.</p> <p>Comments from a number of consultees.</p>
4. Consultation	Added references to car parking strategy consultation and LTP3 public consultation and workshops.	To ensure LTP3 is up-to-date.
5. Overall Strategy	<p>Include vision statement for 2026.</p> <p>Update relationship ratings (Table 5.3) to reflect objectives of new community plan.</p> <p>Amend strategic objective SO17 to say “To improve sustainable access to...”.</p>	<p>Comments from Environment Select Committee and a number of consultees.</p> <p>To ensure LTP3 is up-to-date.</p> <p>Suggested mitigation identified in Strategic Environmental Assessment.</p>

LTP3 Section	Suggested Change	Reason for Change
	<p>Theme of 'big society' and 'localism' needs to support all strategies (reference to encouraging and supporting local communities added).</p> <p>The preferred strategic option on cycle networks should include cycle links between market towns.</p> <p>Add bus option to public transport part of preferred options section.</p> <p>Set-out that Table 5.6 shows generalised and countywide nature of investment priorities, and highlight that priorities may be different in larger towns and for bidding processes.</p> <p>Increase investment priority allocated to freight management.</p>	<p>Comment from Mrs K Freeman and comments made at stakeholder workshops.</p> <p>Comments from a number of consultees.</p> <p>To reflect Public Transport Strategy.</p> <p>To clarify position on investment priorities.</p> <p>Comments made at stakeholder workshops.</p>
6. Approaches to Goals	<p>Incorporate the Rights of Way Improvement Plan into the LTP3.</p> <p>Clarify that there are other ways to consider and enhance biodiversity than just maintenance procedures.</p> <p>Include an indication that the Transport Asset Management Plan will address the issue of non-native invasive plants wherever possible.</p>	<p>Comment from the New Forest National Park Authority.</p> <p>Comment from Natural England.</p> <p>Comment from Wiltshire Council's Strategic Landscape Team.</p>

LTP3 Section	Suggested Change	Reason for Change
	<p>Provide information on Habitats Regulation (Screening) Assessment.</p> <p>Provide more details on the Council's approach to design issues (e.g. traffic management, street clutter, lighting, etc) in historic environments and the mechanism to take forward the principles of the Salisbury Public Realm Strategy.</p> <p>Should be recognition of the Bradford-on-Avon Historic Core Zone project and its relevance to other historic towns in Wiltshire.</p>	<p>To reflect discussions with Natural England.</p> <p>Comment from English Heritage.</p> <p>Comments from English Heritage, Bradford-on-Avon Town Council and Preservation Trust.</p>
Appendices	<p>Add glossary.</p> <p>Add principal statutory duties.</p>	<p>Comments from a number of consultees.</p> <p>Comments from a number of consultees.</p>
Implementation Plan	<p>That town centre based integrated transport strategies are developed to provide a framework for sustainable economic growth and incorporate the Visions (and the emerging Core Strategy) in developing masterplans for these towns. This requires that funding and implementation of this work is prioritised for the very near future.</p> <p>Remove references to targets at this stage and strengthen intent to make available data for informed decisions.</p>	<p>The Implementation Plan should make financial provision for the development of transport strategies for the towns that will accommodate large amounts of future growth and for which visions have been developed.</p> <p>Reduction and changes to central government target setting; comments from Campaign for Better Transport and others; improved local partnership working.</p>

LTP3 Section	Suggested Change	Reason for Change
Freight Strategy	<p>Include reference to Avonmouth deep sea container port and its anticipated influence on traffic within Wiltshire.</p> <p>Ensure the Freight Assessment and Priority Mechanism includes reference to use of Access routes in its review of wider issues.</p> <p>Include evidence of partnership working (e.g. South West Freight Forum) and neighbouring authority liaison.</p> <p>Addition of Quidhampton Quarry as a possibility for future rail freight use.</p> <p>Addition of explanation text and diagram with regards to the freight intervention levels.</p> <p>Addition of text explaining linkages with development control.</p> <p>Addition of explanatory text and policy boxes to reinforce linkages with relevant Minerals and Waste policies.</p>	<p>Comment from Limpley Stoke Parish Council.</p> <p>Comment from Cllr Gamble.</p> <p>Comment from West Berkshire Council.</p> <p>Comment from IMERYS.</p> <p>Comment from Environment Select Committee rapid scrutiny exercise.</p> <p>Comment from Environment Select Committee rapid scrutiny exercise.</p> <p>Comment from Environment Select Committee rapid scrutiny exercise.</p>
Public Transport Strategy	Change contribution of strategy towards reducing carbon emissions from 'limited' to 'important'.	To reflect objectives 11 and 13 in Wiltshire Community Plan.



LTP3 Section	Suggested Change	Reason for Change
	<p>Add brief statement to long term strategy section setting out Council's vision for public transport in 2026.</p> <p>Clarify that long term strategy statements about developer funding apply to rail as well as bus.</p> <p>Add to long term strategy encouragement to operators to adopt vehicles with low emissions and using energy from renewable sources; in Delivery Plan refer to seeking in the short term to assist where can do so within available funding or using external funding opportunities, but recognising that the first priority during a period of funding constraint will be to protect existing levels of public transport service provision.</p> <p>Strengthen reference to working with others (including neighbouring authorities) to influence the provision of improved rail services and facilities, and including mention of specific improvements such as the Swindon – Melksham – Westbury service, reopening Corsham station, and improving services and capacity from western Wiltshire into the Bristol conurbation .</p>	<p>Comments from Corsham Civic Society and several others that strategy lacks a vision for the future.</p> <p>Comment from Trans Wilts CRP.</p> <p>Comment from Climate Friendly BoA and several others; to strengthen link to strategic objectives.</p> <p>Comment from Duncan Hames MP, Trans Wilts CRP, Travel Watch SW, Network Rail and several others; also to reflect the high priority given to rail issues by the stakeholder workshops.</p>

LTP3 Section	Suggested Change	Reason for Change
	<p>Add to long term strategy support for bus / rail integration, including for example at Salisbury rail station.</p> <p>Add to long term strategy consideration of options to provide brokerage for passenger transport services on behalf of other agencies.</p> <p>Redraft Delivery Plan section on buses to improve ease of understanding, emphasise the processes within the network review for defining the strategic bus network and reviewing local area services, and explain how the bus service funding priorities and criteria will be applied.</p> <p>Emphasise that area reviews of local services will include consideration of alternatives (demand responsive transport, community transport, taxis, car sharing etc.) where these may be more cost effective; and will include Area Boards and local communities in identifying local needs and service priorities.</p> <p>Amend hierarchy of bus services to remove reference to commercial operation in definition of strategic network services, to link definitions of local services in towns to bringing majority of population to within 400m of a regular service, and introduce higher minimum service level (3 return</p>	<p>Comment from Idmiston Parish Council and several others; also to reflect high priority given to rail issues by the stakeholder workshops.</p> <p>Omitted from original draft.</p> <p>General comment that the sections on network review and support guidelines in particular are difficult to understand.</p> <p>Comment from Kate Freeman, Tim Martiensen, Malmesbury Town Council and others; and to reflect comments in Equality Impact Assessment.</p> <p>Comment from Robert Smith; to provide a more needs – based definition; to reflect proposed designation of some rural settlements as Local Service Centres in the Wiltshire Core Strategy.</p>

LTP3 Section	Suggested Change	Reason for Change
	<p>journeys per day including journey to work) for rural services that link a Local Service Centre to the strategic network.</p> <p>Confirm that the strategic network refers to bus services only, but that it will take account of rail services; and that the network review will consider opportunities to improve bus/rail integration where feasible.</p> <p>Various amendments to priorities for bus service funding (Appendix 1) including;</p> <ul style="list-style-type: none"> <li>• High priority to a higher than daily level of weekday service (including journey to work) for rural settlements defined as 'local service centres' in the Council's settlement hierarchy</li> <li>• Providing more than an hourly daytime service on strategic network or primary town services moved from 'do not normally fund' to 'low priority'</li> <li>• Providing evening and Sunday services on routes where is a less than hourly daytime service moved from 'do not normally fund' to 'consider on individual merits where support specific local objectives'</li> </ul> <p>(all still subject to value for money and availability of funding).</p>	<p>To clarify the position following comment from Trans Wilts CRP.</p> <p>Comments from strategic planning team, Stagecoach West, First Bus, Campaign for Better Transport and several others; and to reflect changes to the hierarchy of services (above).</p>

LTP3 Section	Suggested Change	Reason for Change
	<p>In section on encouraging commercial bus services, add reference to recognising the need to ensure that operators are fairly reimbursed for taking part in the OAP free travel scheme.</p> <p>Emphasise opportunity in section on community and voluntary transport to harness 'Big Society' agenda to empower communities to find their own solutions to local transport and access needs, and provide 'safety net' where is no other public transport .</p> <p>Include the option (in the guidelines for council-funded services, appendix 1) for the Council to consider funding rail services 'on their individual merits' where they make an important contribution to achieving LTP objectives and cannot be funded from other sources'.</p> <p>Amend references to allowing free travel to OAPs before 0930 to reflect forthcoming consultation</p> <p>In Delivery Plan section on Information &amp; Marketing, restate importance of ensuring provision of good information, and add reference to seeking to involve local communities in promoting services, for example through development of pilot</p>	<p>Comment from Stagecoach West.</p> <p>Comment from various respondents and the stakeholder workshops that should explore alternatives to bus services; comment in Equality Impact Assessment about promoting community and voluntary transport to reduce social isolation.</p> <p>Comment from Trans Wilts CRP.</p> <p>To reflect decision to consult on withdrawing free travel before 0930 as a way of releasing funding to protect transport services.</p> <p>Comment from Kate Freeman.</p>

LTP3 Section	Suggested Change	Reason for Change
	<p>Bus Community Partnerships.</p> <p>Re-opening Wootton Bassett station added to the list of rail improvements mentioned in the long term strategy as examples of those that the Council will support.</p> <p>Section on the bus network review amended to make it clear that the Council will consult Area Boards etc., but will decide centrally which services to commission.</p>	<p>Comment from Environment Select Committee rapid scrutiny exercise.</p> <p>Comment from Environment Select Committee rapid scrutiny exercise.</p>
Road Safety Strategy	<p>Reflect work undertaken at Area Board level to promote road safety.</p> <p>Include reference to improved road surfaces for the benefit of cycling.</p>	<p>Comment from Environment Select Committee rapid scrutiny exercise.</p> <p>Comment from Environment Select Committee rapid scrutiny exercise. Also reflects comments from a number of consultees that vulnerable users should be prioritised.</p>

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**Wiltshire Council**

**Environment Select Committee**

**11 January 2011**

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**Wiltshire Local Transport Plan 2011 - 2026**

**Executive Summary**

The Council has a statutory duty to produce a new Local Transport Plan by 31 March 2011.

The draft Wiltshire Local Transport Plan 2011 – 2026 was subject to consultation during October and November 2010.

This report provides an initial and general analysis of the consultation responses.

**Proposal**

That the Committee:

Provides comments on the draft Wiltshire Local Transport Plan 2011 – 2026 and consultation responses.

**Reason for Proposal**

To enable the views of the Environment Select Committee to be taken into account prior to consideration of the Wiltshire Local Transport Plan 2011 – 2026 by Cabinet and full Council on the 15 February and 22 February 2011 respectively.

**MARK BODEN**  
**Corporate Director**  
**Department of Neighbourhood and Planning**

**Wiltshire Local Transport Plan 2011 - 2026**

**Purpose of Report**

1. To enable the Committee to comment on the draft Wiltshire Local Transport Plan 2011 – 2026 (LTP3) and consultation responses prior to consideration by Cabinet and full Council on the 15 February and 22 February 2011 respectively.

**Background**

2. The 1998 White Paper, 'A New Deal for Transport: Better for Everyone', introduced the concept of LTPs to steer the implementation of national transport policies at the local level. The Transport Act 2000 then made it a statutory requirement for local transport authorities to produce LTPs. The current Wiltshire LTP runs from 2006/07 – 2020/11 (LTP2).
3. The Local Transport Act 2008 has provided local authorities with greater flexibilities in how they develop and review their LTPs. These flexibilities have been reflected in the Department for Transport's (DfT's) guidance (July 2009), key elements of which include that LTPs should:
  - be reviewed as required by the local transport authority and not necessarily every five years as with the first two LTPs;
  - include a long-term strategy and a shorter duration implementation plan;
  - be based on five national transport goals;
  - reflect a number of other plans and duties;
  - be subject to a number of statutory assessments;
  - include consultation with statutory and other consultees; and
  - be developed in line with the process recommended by the Eddington Transport Study (2006).
4. The coalition government has reiterated the statutory duty of local transport authorities to publish their LTPs by 31 March 2011 in accordance with the DfT's guidance.
5. Following consultation on an LTP3 Issues Paper in early 2009, the Cabinet Member for Highways and Transport agreed the LTP3's overall goals, strategic transport objectives and key challenges on 17 February 2010.
6. The draft Wiltshire LTP3 (available from <http://wiltshire.limehouse.co.uk/portal/ltp/ltp3>) was subject to consultation from 4 October to 26 November 2010. In response to the uncertainties created by the general election and subsequent planning and financial changes, the



Council took the pragmatic decision to reduce the scale and scope of the draft LTP3 by:

- (i) Only producing a one-year framework implementation plan;
- (ii) Not including the area transport strategies for Chippenham, Devizes, Salisbury and Trowbridge; and
- (iii) Reducing the number of theme strategies to four: parking (approved by Cabinet at its meeting on 21 December 2011), freight, public transport and road safety.

7. Once clarity has been restored to the planning and funding picture, the Council will produce a detailed implementation plan, area transport strategies for Chippenham, Devizes, Salisbury and Trowbridge, and the remaining theme strategies. All of these documents will be subject to public consultation in 2011/12.

## **Main Considerations for the Committee**

### Consultation Process

8. The consultation on the draft LTP3 was publicised through a number of means:
  - (i) Parish Newsletter
  - (ii) Area Board Chairman's Announcement
  - (iii) Emails and letters to Area Board and LTP contacts
9. All the consultation documents were made available on the Council's consultation portal (see paragraph 6) with the main document and summary available from libraries and main council offices.
10. As a separate exercise, stakeholder representatives were invited to one of four LTP3 workshops:
  - 1 November 2010 – The Corn Exchange, Devizes
  - 3 November 2010 – County Hall, Trowbridge
  - 9 November 2010 – Town Hall, Chippenham
  - 16 November 2010 – City Hall, Salisbury.

### Consultation Responses

11. In total, 741 comments were received on the draft LTP3 from 119 respondents. All of these comments are available for viewing on the Council's consultation portal (see paragraph 6).
12. Some 168 stakeholder representatives attended the four workshops. A report outlining the comments made at these events will be available from the Council's website in early January 2011  
<http://www.wiltshire.gov.uk/parkingtransportandstreets/roadandtransportplans/transportplans.htm> .
13. While the overall number of respondents to the LTP3 consultation is relatively low, the majority of respondents represent either town or parish councils, or

other key stakeholders (e.g. Highways Agency, TransWilts Community Rail Partnership, Cotswold Conservation Board, Wiltshire Strategic Economic Partnership, Natural England, Sustrans, Stagecoach (West) Ltd, Campaign for Better Transport, Wiltshire and Swindon Users' Network, etc.).

14. Paragraphs 15 to 28 set out an initial and general analysis of the responses to the questions posed on the overall LTP3 strategy, freight strategy, public transport strategy and road safety strategy. Further analysis of the consultation responses, including those made on the Strategic Environmental Assessment, Equalities Impact Assessment and Habitats Regulation Assessment, will be undertaken to inform the development of the final LTP3.

Overall Strategy

15. The following responses were made to questions 1, 2 and 3 posed in the draft LTP3:

**Table 1 – Responses to questions in Executive Summary**

Question	Yes	No
Question 1 – Do you agree that if funding for transport is significantly cut as a result of the government's spending review, the Council's focus should be on maintaining and making best use of Wiltshire's existing transport infrastructure, and in fulfilling its statutory duties?	38	15
Question 2 – Do you support these preferred options?	29	17
Question 3 – Do you agree with these investment priorities?	17	31

16. Themes that emerge through the written responses associated with these questions include that:
- (i) freight routing and management should be a higher investment priority;
  - (ii) more emphasis should be given to sustainable transport measures such as cycling, walking, passenger rail and smarter choices;
  - (iii) the lack of a comprehensive LTP3 will result in a lack of holistic planning; and
  - (iv) environmental, heritage and biodiversity impacts need to be adequately considered in the LTP3.
17. The responses to question 4 on the proposed approaches to the national transport goals include the following suggestions:
- (i) Switch off street lights.
  - (ii) Support the take up of electric vehicles.
  - (iii) Achieve a better level of integration between transport modes.
  - (iv) Increase the use of 20 mph zones in towns and residential areas.
  - (v) Focus on the 'Vision' towns.
  - (vi) Utilise the knowledge and skills of local communities.
  - (vii) Re-prioritise the user hierarchy on many roads towards pedestrians and cyclists.
  - (viii) Have higher ambitions for new rail infrastructure.

18. The comments made at the workshops on the overall strategy included that:
- (i) Advisory freight routes are ineffective, particularly in an era of sat-navs.
  - (ii) Cycle routes need to be implemented between towns and villages as well as in them.
  - (iii) Walking does not require a separate strategy – people will just do it.
  - (iv) Maintenance is important but should also include footways and cycle paths.
  - (v) There needs to be a better level of integration between transport modes and with spatial planning.
  - (vi) There is too much emphasis on the urban areas – more support is needed for rural bus services and community transport.
  - (vii) New technologies (e.g. traffic control centre) and ‘smarter choices’ are not considered wholly relevant in a predominantly rural area.
  - (viii) Transport strategies also need to be developed for the other market towns.
19. In terms of investment priorities, a clear consensus emerged through the workshops on a number of options:
- High(er) priority: buses; carriageway maintenance; congestion management; cycle networks; freight routing; local safety/speed schemes; passenger rail; road safety education, training and publicity; and freight management.
  - Low(er) priority: walking networks; freight information; rights of way; structures; and road/user hierarchy.

### Freight Strategy

20. The following responses were made to questions 5, 6 and 7 posed in the draft LTP3:

**Table 2 – Responses to questions in Freight Strategy**

Question	Yes	No
Question 5 – Should a third tier of freight routes, defined as ‘Access Routes’ be established to encourage the sustainable delivery of goods within towns and to industrial estates and other freight generators?	25	1
Question 6 – Do you agree with the proposal to identify, improve and/or maintain a ‘basic’ standard of lorry parking in Wiltshire?	21	4
Question 7 - Do you agree with the Council’s pragmatic approach to rail freight?	14	10

21. Within the written responses, the clearest consensus to emerge is the view that the Council should do more to restrict lorry movements on what are deemed inappropriate routes. This feeling was reflected in the LTP3 workshop discussions.
22. In contrast to the relatively balanced response to question 7 shown in Table 1, the majority of stakeholders attending the workshops agreed with the Council’s proposed approach to rail freight and considered that more central

government action was required to see any significant mode shift to rail freight at a local level.

Public Transport Strategy

23. The following responses were made to questions 8 and 10 posed in the draft LTP3:

Question	Yes	No
Question 8 – Do you support the proposed long-term public transport strategy?	18	5
Question 10 – Do you agree with these funding priorities for public transport?	15	6

24. With regard to question 9, the most important implementation plan options identified were:

1<sup>st</sup>: Treat bus links to railway stations as part of the strategic network of bus services.

2<sup>nd</sup>: Fund bus services that meet priority needs not catered for by the commercial network.

3<sup>rd</sup>: Continue grant funding for community transport operators and Link schemes.

4<sup>th</sup>: Develop a new approach to secure developer funding.

5<sup>th</sup>: Work with any operator to develop the case for better services in Wiltshire.

25. There was a similar response to question 9 from the workshops:

1<sup>st</sup>: Treat bus links to railway stations as part of the strategic network of bus services.

2<sup>nd</sup>: Continue grant funding for community transport operators and Link schemes.

3<sup>rd</sup>: Work with any operator to develop the case for better services in Wiltshire.

4<sup>th</sup>: Fund bus services that meet priority needs not catered for by the commercial network.

5<sup>th</sup>: Produce a community transport development strategy to expand its role.

26. The following sets out an overall summary of the responses to the draft public transport strategy:

- (i) A majority of respondents supported the long term strategy, but a significant number of comments stated that it lacks vision, is too process-oriented, and lacks specific commitments to services that will be provided or improvements that will be made
- (ii) There are many comments about the importance of maintaining and improving the level and quality of public transport – suggestion that existing services are not adequate to provide an attractive alternative to the car to encourage mode shift and help to achieve sustainable transport objectives. Several respondents considered that the ‘radical’ option should have been adopted.

- (iii) Many respondents considered that rail should have a higher prominence in the LTP3, and that the Council should be more proactive in working with neighbouring authorities and lobbying for improvements. However, some expressed a counter view that if the Council is unable to influence the rail industry, it is a waste of resource to pursue this.
- (iv) There is particular support for improving services on the Trans Wilts rail route and for re-opening Corsham station – suggestion that the TransWilts route should be included in the ‘strategic network’ and funded by the Council on the same basis as bus services. Much support for better bus-rail integration – but a counter view from a bus operator who points out that this is often difficult to achieve in practice and should only be pursued where it is possible without undue cost or inconvenience to other passengers.
- (v) General support for the proposed review of the bus network, and for local communities and Area Boards being involved in helping to plan local services. A view is expressed that the strategic network should include rail as well as bus services.
- (vi) A majority of respondents agreed with the priorities for funding supported bus services, although others expressed concern that the proposed criteria are too rigid and open the way to a systematic paring down of services and a ‘spiral of decline’ that will undermine the ability to achieve wider transport objectives. Several believed that the target minimum service levels are too low, and in particular, that funding should be available for higher than hourly services on main routes, and that higher priority should be given to evening and Sunday services, and services to hospitals and other health facilities.
- (vii) There are conflicting views expressed about rural services. Many considered that it is important to provide good levels of rural access, but others suggested that priority for funding should be to maintain good services on the core routes and use ‘innovative alternatives’ to provide access in other areas – for example, community transport, Link schemes, Connect 2 Wiltshire and taxibuses.
- (viii) Mixed views on proposal to expand the role of community transport – considerable support for this in principle as a more effective way of meeting local access needs, but concern that community transport operators and Link schemes may not have the capacity or desire to provide new services in this way, and may not be able to provide journeys to work or levels of service similar to existing bus services.
- (xi) Several respondents suggested that operators should be required to introduce vehicles fuelled by renewable energy sources.

## Road Safety Strategy

27. The following responses were made to the questions posed in the draft LTP3:

<b>Question</b>	<b>Yes</b>	<b>No</b>
Question 11 – Do you support the proposed approach to road safety education?	22	0
Question 12 – Do you support the proposed approach to road safety enforcement?	15	8
Question 13 - Do you support the proposed approach to road safety engineering?	19	2

28. The road safety themes raised through the consultation process include the following:

- (i) General agreement with the three 'E's' approach. However, it needs to be flexible enough to acknowledge and deal with perceived road safety issues and community concerns – the perception of unsafe roads can put people off walking and cycling.
- (ii) The loss of safety cameras is identified as a concern - they should form part of the overall approach to road safety.
- (iii) More widespread use should be made of 20 mph speed limits.
- (iv) Generally considered that vulnerable users should be prioritised, although not at the expense of the safety of all other road users.

### **Environmental Impact of the Proposal**

29. There is no immediate environmental impact of the proposal. The LTP3 is subject to a Strategic Environmental Assessment and Habitats Regulation Assessment.

### **Equality and Diversity Impact of the Proposal**

30. There is no immediate equalities impact of the proposal. The LTP3 is subject to an Equalities Impact Assessment.

### **Risk Assessment**

31. A risk register has been set-up to inform the LTP3 Project Board. In addition, the risk 'Failure to deliver the LTP3 on time and at the required quality' has been added to the Council's corporate risk register.

### **Financial Implications**

32. There are no financial implications arising directly from the proposal.

## **Legal Implications**

33. There are no legal implications arising directly from the proposal.

## **Options Considered**

34. The Council has a statutory duty to prepare a LTP3 which needs to be developed in accordance with the DfT's guidance.

## **Conclusion**

35. While the LTP3 is being developed in accordance with the DfT's guidance, a pragmatic stance has been taken in terms of its scale and scope in light of ongoing planning and funding uncertainties. The remaining parts of the LTP3 will be subject to consultation in 2011/12.

36. The consultation on the draft LTP3 was publicised through a number of means. As a separate exercise, stakeholder representatives were invited to four LTP3 workshops.

37. While the overall number of respondents to the LTP3 consultation is relatively low, the majority of respondents represent either town or parish councils, or other key stakeholders.

38. An initial and general analysis of the consultation responses has been set-out in the report. Further analysis of the responses, including those comments made by the Committee, will be undertaken to inform the development of the final LTP3.

## **MARK BODEN**

Corporate Director  
Department of Neighbourhood and Planning

Report Author:

## **Robert Murphy**

Principal Transport Planner – Transport Policy

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## **The following unpublished documents have been relied on in the preparation of this Report:**

Wiltshire Local Transport Plan 2011 – 2026: Consultation Workshops

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**Wiltshire Council**

**Council**

**22 February 2011**

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## **Notice of Motion No. 15 – Government EU Funding**

**From Councillor Michael Cuthbert-Murray, Westbury East Division  
and Councillor Russell Hawker, Westbury West Division**

To consider the following motion:

“In the light of the current and ongoing deep Government funding cuts to this council and the significant adverse effects this is causing via reduced staffing and services, we believe that the Government should ensure that its funding to the EU does not increase - or better still, is cut - so that funding to this and other principal authorities can be restored to levels where we can provide a satisfactory level of service and support to Wiltshire people. We will inform our local MPs and ask them to act accordingly in Parliament and to explain their actions in this respect to us.”

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**Wiltshire Council**

**Council**

**22 February 2011**

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## **Review of Allocation of Seats on Committees to Political Groups**

### **Introduction**

1. Following the by-election in the Bromham, Rowde and Potterne Electoral division on 21 December 2010, Councillor Elizabeth-Anne Bryant (Conservative) has been elected to the Council. The political balance of the Council therefore remains unchanged and a review of the allocation of seats on committees to political groups in accordance with Section 15 of the Local Government and Housing Act 1989 is therefore not required.

### **Political Groups**

2. Following the by-election there are five political groups and their respective strengths are now as follows:-

<u>Name of Group</u>	<u>No. of Councillors in Group</u>
Conservative	61
Liberal Democrat	24
Labour	2
Independent	8
Devizes Guardians	3

### **Committee Places**

3. Councillor Bryant is automatically entitled to a place on the Devizes Area Board and the Head of Democratic Services has exercised his delegated powers to process this appointment.

### **Membership of Committees**

4. As is normal, Group Leaders will be given the opportunity through this report to make any requests for changes to their committee memberships in accordance with the allocation of seats previously approved by the Council. The Council is then under a duty to make those changes. It is a legal requirement that the Council formally approves the appointment of councillors to committees.

## **Matters for Decision**

5. The Council is asked:
- (i) To note this report.
  - (ii) To confirm the appointment of Cllr Bryant who was elected to the Bromham, Rowde and Potterne Electoral division, to the Devizes Area Board.
  - (iii) To approve any consequential changes to the appointment of councillors to committees to serve until the next occasion membership is reviewed under the provisions of the Local Government & Housing Act 1989.

IAN GIBBONS,  
Service Director, Legal and Democratic Services

Report Author: John Quinton, Head of Democratic Services

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

Environmental impact of the recommendations contained in this report: NONE

## WILTSHIRE POLICE AUTHORITY

MINUTES of a MEETING held at POLICE HEADQUARTERS, LONDON ROAD, DEVIZES on THURSDAY 2<sup>ND</sup> DECEMBER 2010

PRESENT: Mr C Hoare (Chairman), Mr R Bluh, Mr C Caswill, Mr B Fishlock, Mr B Ford, Mr A Johns, Mrs G Mortimer, Mr P Sample, Mrs G Stafford, and Ms Tawiah

IN ATTENDANCE: Chief Constable B Moore, Mr M Bennion-Pedley, Mr M Milton, Mr K Kilgallen, Mr M Prince, and Miss S Kyte

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1. **Apologies** Apologies for absence were received from Mr Britton, Mr Fisher, Ms Hillyer, Mr Humphries, Mr Macpherson, Mr Rogers, and Mrs Soden.

2. **Public Questions** There were none.

3. **Declarations of Interest** There were none.

4. **Chairman's Announcements**

Joint Branch Board, Police Federation

The Chairman welcomed Insp Kate Pain as the new Chair of the Joint Branch Board and wished her every success in her new role.

5. **Minutes of the Meeting held on 22<sup>nd</sup> October 2010**

Resolved: 1) *To amend the minutes of the meeting held on 22<sup>nd</sup> October 2010 to reflect the correct venue.*

2) *With the above amendment, to approve and sign the minutes of the meeting held on 22<sup>nd</sup> October 2010.*

6. **Outstanding Actions**

Resolved: 1) *To note the updates provided and to circulate the updated actions list with the Minutes.*

2) *To ask the Force to produce further examples of how Local Resolution is being used and what enforcement methods might have been used prior to its introduction.*

7. **Review of Custody** The Chief Executive reported that Professor Jamieson and Professor Brakewell would deliver their findings some time after the misconduct hearing Ps Andrews is required to face. At an appropriate time, the Chief Executive and the Professional Standards Chairman would ensure that the draft report satisfies the Terms of Reference of the review. Provided that internal matters with Ps Andrews had been concluded, it was intended to share the content of the report and the findings with Members either at the Strategy, Direction and Progress Committee meeting in January or at the full Authority meeting in February.

Resolved: *To note the verbal update provided by the Chief Executive and to await the findings at an appropriate future WPA meeting.*

8. **WPA and Force Risk Register** Mr Bennion-Pedley reported that the management of the Force Risk Register had been assumed within the Assurance and Inspection post. The Authority's Value and Productivity Group (VPG) had been working with the Deputy Chief Constable on the future format and content of the Force Risk Register and would receive an updated paper on this at its meeting on 15<sup>th</sup> December 2010.

The Chief Constable stated that he was working with Swindon Borough Council and Wiltshire Council to develop a plan to understand the consequences of decisions taken by partners as a result of a reduction in funding. Mr Caswill queried whether this ought to be included on the Authority's Risk Register. It was agreed that it should and that it ought to be allocated to Strategy, Direction and Progress.

The Director of Resources reported that the Force had contingency plans in place to cover any gap in the provision of a firearms facility which generally involved the sharing of facilities in other Force areas. However, none of the contingency plans were an ideal long term solution so the Force would still be working towards the provision of a shared firearms facility. The Authority's Value and Productivity Group was monitoring this closely and awaiting a new business case which was expected in January 2011.

- Resolved:
- 1) *To note that the Value and Productivity Group will receive an update on the format and content of the Force Risk Register at its meeting in December.*
  - 2) *That at its next meeting, Strategy, Direction and Progress would consider the mitigating controls and scoring for a new risk on the implications of reduced budgets on partnership outcomes.*
  - 3) *To note that a new business case for a shared firearms facility was expected in January 2011.*

9. **Chief Constable's Performance Report 2010-11** A report by the Chief Constable covering the period 1<sup>st</sup> April to 31<sup>st</sup> October 2010 had been circulated. Of the 84 measures included in the Strategic Priority Scorecards, 7 were performing 10% (or more) worse than the desired level. The Chief Constable provided additional information on those 7 areas:

Strategic Priority 1: Tackling Violent Crime and Protecting Vulnerable People from Harm

- *Assault Less Serious Injury:* The Force was recording a 2% rise which was against national trend and it would appear that the Force is over recording these types of crimes. The Assistant Chief Constable had been tasked to look at how this is balanced out against the answering of calls within the Crime Record Incident Bureau (CRIB) whilst ensuring that calls are dealt with correctly.
- *Serious Violent Crime – Offenders Brought to Justice:* Force performance was in the top 3 nationally, but the target is not currently being met. The Chief Constable reported that work was ongoing with the Wiltshire Criminal Justice Board to try and rectify any issues.

- *Number of Licensed Premises Checks Conducted:* In the first quarter of this year a number of properties were visited as part of the crack down on alcohol related violence during the world cup. Due to this, each quarter will show a drop in number of properties visited by comparison.

Strategic Priority 2: Tackling Antisocial Behaviour and Crime and Improving Public Confidence

- *Serious Sexual Offences:* The number of serious sexual offences had increased, but the data shows that this is historical abuse and is being reported now as victims have the confidence to report it. The Chief Constable confirmed that he would continue to monitor this closely.
- *Number of Children Killed or Seriously Injured in Road Traffic Collisions:* Slightly over target (16 compared to a target of 13).

Strategic Priority 3: Improving Public Confidence

- *Satisfaction with Police Visibility:* Previous MEL data showed satisfaction levels at 56% and then 50%. The Authority was looking to conduct a third survey in the future but a timeframe was not yet known. The Director of Resources stated that the Global Rostering System would be able to provide an alternative picture of abstraction but that this part of the system had not yet been set up.
- *Confidence in Criminal Justice System Effectiveness:* Wiltshire continue to be in the bottom quarter. Delays in the system in the area are notable. This is an area of concern for the Chief Constable as a result of the Comprehensive Spending Review.

The Chief Constable also reported that:

- *Melksham murder:* Individual has been convicted and sentenced to life imprisonment with a minimum of 17 years.
- *Shooting in Swindon:* Young female used to lure occupants of a vehicle to a location who were then shot at. Three of the four have pleaded guilty.
- *Staffing Issues:* Mark Milton has been appointed as the Director of Human Resources for Gwent and South Wales and will be leaving the Force at the start of the New Year. Matt Bennion-Pedley will assume the role of Director of Resources following Mr Milton's departure. Chief Superintendents Mike Veale and James Vaughan will be attending the Strategic Command and Control course. As a result of this, Steve Hedley had been appointed as T/Chief Superintendent and Divisional Commander of County Division and Kier Pritchard had been appointed as T/Chief Superintendent and Head of Protective Services.

The Chairman then invited Members to comment:

- Members asked the Chief Constable to update them on the pilot programme that Wiltshire would be part of in relation to domestic violence. The Chief Constable responded that further information was awaited from the Home Secretary about when the pilot would commence, but this came about as a recommendation made highlighting the gap between criminal and civil law when the offender is sometimes released back home.

The pilot would allow for a Senior Officer of Superintendent rank or higher to award an emergency injunction for 48 hours in which the Magistrates Court must then sit to decide whether the decision was reasonable and whether to extend to 14 days.

Resolved: *To note the content of the report and the verbal report provided by the Chief Constable.*

10. **Revenue Budget Monitoring Statement** A statement covering the period 1<sup>st</sup> April to 31<sup>st</sup> October 2010 had been circulated. Mr Ford stated that the Budget Action Group were continuing to meet monthly to review the revenue monitoring statement and would like to commend the work being done by the Force. The projected balance was a planned underspend of £1.136m. The Director of Resources stated that the Force was conducting a comprehensive forecast of what is known about the budget, average retirement rates and other key data, in order to identify a time when the Force may be able to start recruiting once again. The outcomes would initially be considered by the Chief Officers Group before being submitted to the Authority.

Resolved: 1) *To note the latest position.*

2) *To note the work being done by the Force on recruitment and to request a report to an appropriate future meeting of the Authority.*

11. **Capital Budget Monitoring Statement** A statement covering the period 1<sup>st</sup> April to 31<sup>st</sup> October 2010 had been circulated.

Resolved: *To note the latest position.*

12. **Interim Treasury Management Report** A report by the Treasurer had been circulated.

Resolved: *To note the content of the report.*

13. **Medium Term Financial Strategy** A report by the Chief Constable had been circulated.

Resolved: 1) *To note the content of the report.*

2) *To request that the Force attach the Medium Term Financial Strategy when submitting reports on the Strategy.*

14. **Budget Settlement** The Treasurer confirmed that the announcement for revenue would be made at a later date which, as yet, was unknown. The announcement for capital would be made separately and the date for this was also unknown.

15. **Vision Wiltshire** The Chief Constable informed Members that 'open sessions' had been held with staff to help them gain a better understanding of Vision Wiltshire. Conversations with Police Federation and the Superintendents Association had also taken place and the Force was currently awaiting their response. The Authority has commenced consultation with the public and this was due to run until 11<sup>th</sup> February 2011.

Resolved: 1) *To note the update provided by the Chief Constable.*

2) *For the Chief Constable to note Members' request for a visible Senior Officer for Swindon who the public can direct local issues to.*



16. **Olympics**

Resolved: *To consider in Part II of the meeting.*

17. **Police Memorial** A report by the Chief Constable had been circulated. Members discussed the issue of a permanent national monument and whilst the principle was supported, Members felt it was not the right time to provide funds to aid the set-up of the Trust.

Mr Sample proposed that Recommendations 1 and 2 within the report should be moved and that funding should be sought from the Proceeds of Crime Act or Police Property Act. It was not seconded, so the motion fell.

Mr Fishlock proposed that the report should not be supported and a vote taken. Five were in favour and two against.

Resolved:

- 1) *That a Police Roll of Honour is not supported at this time.*
- 2) *To request a further report from the Force at a future meeting setting out the national picture and level of support for a national monument.*
- 3) *To confirm to the Chief Constable that if a Police Roll of Honour is created, that Wiltshire Officers should be included on this.*

18. **One Swindon Plan** A report by the Chief Constable had been circulated. The report contained the Principles on how One Swindon would be delivered and the Priorities and Outcomes that had been agreed. Partners would be asked to sign up to these jointly at a meeting in January and would then have until the start of the financial year to identify plans on how to achieve these.

Resolved: *To support, in principle, the general approach to One Swindon.*

19. **WPA Member Allowances** A report by the Chief Executive had been circulated.

Resolved: *To ask the Chief Executive to carry out some further work on Members' allowances incorporating a Lead Member role for Human Resources, and to submit a further report to the Authority meeting in February.*

20. **Update on Recruitment of Independent Members** The Chairman reported that the Home Office were considering whether the terms of those Independent Members whose appointments were due to expire on 31<sup>st</sup> March 2011 could be extended. The APA had submitted an outline business case stating why this should be done and a response from the Home Office was currently awaited. Should it not be the case that the appointments were extended, Members were asked to identify a Member who would be able to assist with the second round of interviews.

Resolved: *That Ms Tawiah be appointed to the Interview Panel to assist with the second round of interviews.*

21. **Committee Reports** The minutes of the following meetings were circulated:

<u>Meeting</u>	<u>Date (2010)</u>
Professional Standards	4 <sup>th</sup> November
Strategy, Direction and Progress	30 <sup>th</sup> November

- Resolved: 1) *To note that the Professional Standards Committee had amended the scoring of Risk 3.10 (custody process) to 30 and was now red.*
- 2) *To note the above minutes.*

**22. Group Reports**

- Resolved: 1) *To ask the Force to not change meeting dates previously agreed and, where this is necessary, to consult with Members before doing so, particularly for those joint meetings with the Authority.*
- 2) *To ask the Secretariat to revisit the meeting dates for the Professional Standards Committee and the Joint Strategic Performance Board as these clash.*

**23. Conferences and Meetings Attended by Members since the Previous Meeting, and Future Conferences / Seminars**

APA Conference 24<sup>th</sup>-25<sup>th</sup> November 2010

The Chairman reported that he and the Chief Executive attended the recently held APA Conference which focussed on the introduction of Directly Elected Commissioners.

Resolved: *To note the verbal update provided.*

**24. Dates of Police Authority Meetings in 2011 and 2012**

<b>2011</b>	<b>2012</b>
10 <sup>th</sup> February	9 <sup>th</sup> February
7 <sup>th</sup> April	
16 <sup>th</sup> June	
21 <sup>st</sup> July	
22 <sup>nd</sup> September	
20 <sup>th</sup> October	
8 <sup>th</sup> December	

25. **Urgent Items** There were no urgent items.

**26. Exclusion of the Public**

Resolved: *In accordance with Section 100A (4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Items 27 and 28 below because it is likely that if a member of the public were present there would be disclosure to them of exempt information as defined in Paragraphs 3, 4 and 7 of Part 1 of Schedule 12A to the Act.*

**27. Confidential Minutes of the Extraordinary Meeting held on 22<sup>nd</sup> October 2010**

- Resolved: 1) *To amend the confidential minutes of the meeting held on 22<sup>nd</sup> October 2010 to reflect the correct venue.*
- 2) *With the above amendment, to approve and sign the confidential minutes of the meeting held on 22<sup>nd</sup> October 2010.*

28. **T66 Programme and Recent Developments** A confidential report by the Chief Constable had been circulated.

Resolved: *To note the content of the report and the update provided by the Chief Constable.*

29. **Urgent Items** The Chairman agreed to accept the following item in Part II of the meeting.

i. Olympics

A report by the Chief Constable had been circulated.

Resolved: *To note the content of the report and to agree that the Force should look to charge for policing any associated events.*

(Duration of Meeting: 10.30am to 1.35pm)

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**WILTSHIRE COUNCIL – February 2011  
REPORT BY CAROLE SODEN**

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**WILTSHIRE POLICE PERFORMANCE – COUNTY DIVISION**

Overall the County Division within Wiltshire Police has maintained a good performance in 2010. Comparing figures for the 12 months 1<sup>st</sup> January to 31<sup>st</sup> December 2010 with same period in the previous year shows that:

**Overall Crime**

- The incidence of Overall Crime has fallen by 7.0% (1,534 crimes) and County Division is currently ranked first out of 15 similar Basic Command Units (BCUs) for overall crime with 48.1 crimes per 1,000 residents.
- The detection rate for overall crime has fallen over the last year with 25.8% detected compared to 31.1%. However, if disposal by Local Resolutions<sup>1</sup> were included this would increase the detection rate by 1.2%. Increases in detection rates were achieved in November and December 2010.

**Violent Crime**

- The incidence of Violent Crime has fallen by 1% (62 crimes).
- The detection rate for violent crime over the last year was 46.6% compared to 52.1% in the previous year. The fall in detections is partly due to drunk and disorderly offences being dealt with through the issue of penalty notices. These do not count as detections. Similarly the inclusion of Local Resolutions as a detection, which is being actively considered by the Home Office, would increase the detection rate by 2.1%. The rate of detections has markedly increased in recent months.

**Vehicle Crime** has increased by 4.0% (72 crimes) whilst **Domestic Burglary** has reduced by 1.0% (15 crimes).

Crime Types	Similar Areas (out of 15)	Comparison: Jan 10-Dec 10 to same period in 2009
All Crime	1st (2 <sup>nd</sup> )	-7.0% (1,534 fewer crimes)
All Detections	10th (2 <sup>nd</sup> )	-5.3% (1,647 fewer detections)
Violent Crime	3 <sup>rd</sup> (2 <sup>nd</sup> )	-1.0% (62 fewer crimes)
Violent Crime Detections	4th (2 <sup>nd</sup> )	-5.6% (296 fewer detections)
Serious Acquisitive Crime	3 <sup>rd</sup> (1st)	+3.6% (107 more crimes)
Serious Acquisitive Crime Detections	6 <sup>th</sup>	-1.0% (6 fewer detections)
Criminal Damage	2 <sup>nd</sup> (3 <sup>rd</sup> )	-21.0% (1,193 fewer crimes)

\* Position at 31<sup>st</sup> December 2010 with figures in brackets showing position in December 2009.

User Satisfaction (Victims of Crime): Comparison with Most Similar BCU's (MSBCU) for 12 months ending 30th September 2010		
Measure: SPI 1.1 Overall experience of the Police		
Wiltshire % Satisfied	MSBCU Average % Satisfied	County Division Position (Out of 15)
84.6%	86.7%	13th

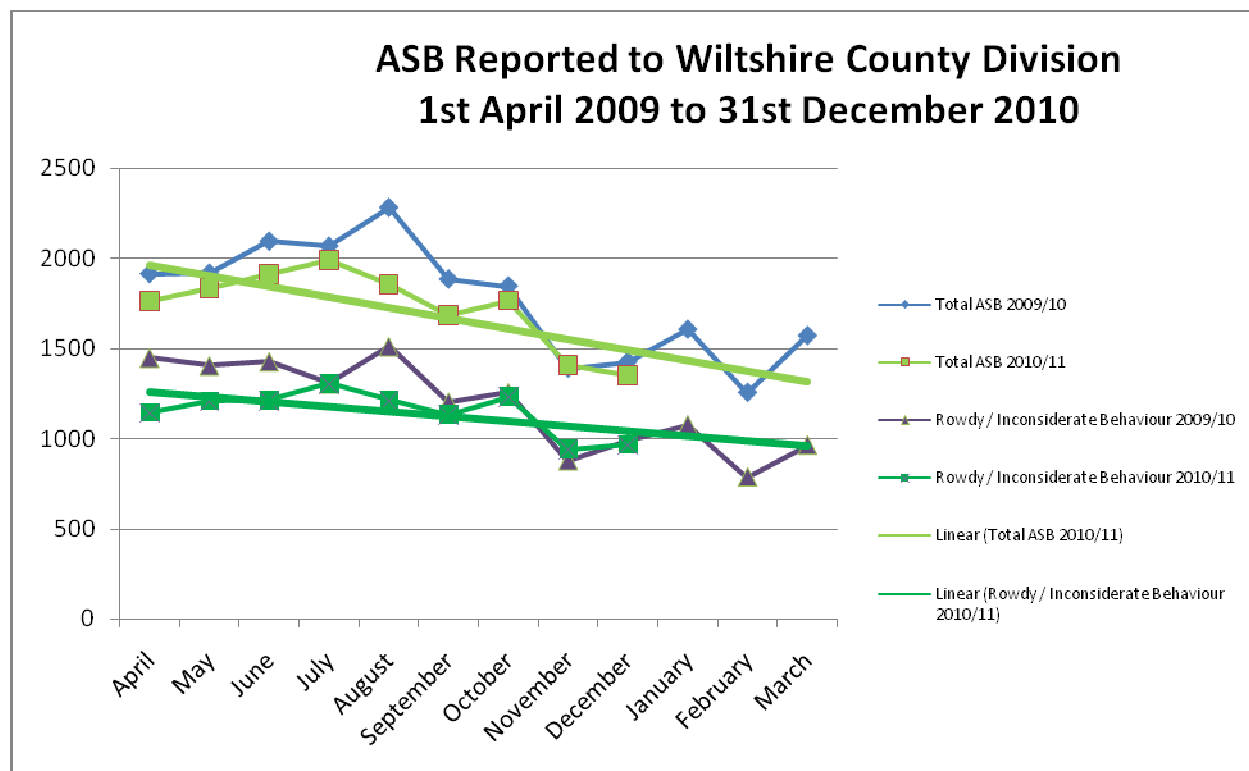
<sup>1</sup> **Local Resolutions:** Dealing with low level crime and anti-social behaviour by engaging with victims and witnesses.

### Neighbourhood Policing Team (NPT) Abstraction Rates

The Authority set a minimum target of **80%** for time spent by NPT staff on their respective areas. County Division has consistently achieved this target since April 2009 and sample checks indicate that this is being maintained.

### Anti-Social Behaviour Incidents Reported to the Police

The total number of antisocial behaviour incidents reported to County Division has fallen between April and December 2010 and the monthly figures are given in the graph below. The monthly overall figures since April 2010 are below those between April and December 2009.



### Wiltshire Police Performance (County and Swindon)

For the three month period October to December 2010, Wiltshire were the top force in the Country with the lowest rate of violent crime per 1,000 population (2.486 per 1,000), making it the safest County in the Country for this period.

### Vision Wiltshire Consultation

Fellow Councillors will be aware that the Authority has been running a public consultation on where cuts should be made so that it can meet the required £15million savings over the next four years. Authority Members have attended most Area Board meetings and presented to Councillors and the public. The consultation ended on 11<sup>th</sup> February 2011 and responses are currently being analysed. However, it would appear from initial analysis that the public are broadly supportive of keeping resources within neighbourhood policing and response teams, which would mean no dilution of frontline officers. The Chief Executive will write to Area Board Chairman once the results are known informing them of the outcomes.

### Police and Crime Commissioners

Councillors will be aware of the Coalition Government proposals to abolish Police Authorities and introduce Police and Crime Commissioners. The draft Bill was published in December and is currently being considered by a cross party Committee. The Committee must complete its consideration of the Bill by 17<sup>th</sup> February 2011. It will then

return to the House of Commons for two more stages and debates (Report and Third Reading). This is expected to take place in mid to late March. I will endeavour to keep colleagues informed of developments through these reports.

**Carole Soden, Vice-Chairman, Wiltshire Police Authority**

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**MINUTES of a MEETING of the WILTSHIRE & SWINDON FIRE AUTHORITY  
held at the WILTSHIRE FRS TRAINING & DEVELOPMENT CENTRE, DEVIZES  
on THURSDAY 16TH DECEMBER 2010**

**Present :** Cllr Brig. R Hall (Chairman), Cllr P Davis, Cllr C Devine, Cllr Mrs M Groom, Cllr H Marshall, Cllr N Martin, Cllr D Montaut, Cllr J Osborn, Cllr G Payne, Cllr Mrs B Wayman, Cllr D Wren

**49 Minutes of Last Meeting**

The minutes of the meeting held on 23 September 2010 were confirmed and signed.

**50 Membership**

The Clerk reported the appointment by Wiltshire Council of Cllr Mrs B Wayman as a member of the Authority to fill the vacancy caused by the resignation of Cllr P Brown.

**51 Apologies**

Apologies for absence were received from Cllr M Bawden and Cllr C Newbury.

**52 Members' Interests**

Cllr David Wren declared a personal interest in the business discussed under minute no. 66 by reason of his position as a Director of South West Fire Control Ltd. The Clerk to the Authority also declared an interest in the same item of business because of his position as Company Secretary of the Company, and in the business under minute no. 60 because one of the matters concerned the contractual arrangements for the services of a Clerk.

**53 Chairman's Announcements**

The Chairman reported on:

- The recent announcement from the Government giving details of the Provisional Finance Settlement and Spending Review.
- The Government's recent announcement on the future of the standards regime in local government.
- The attendance of Cllr Bawden at the LGA Fire Commission on 10th December, which was addressed by the Fire Minister, Bob Neill MP
- The opening of the re-furbished Corsham Fire Station on 23rd November.
- The participation of Watch Manager Brian Morris in a feature on ice safety shown on BBC Breakfast

**54 Programme & Scrutiny Board**

The report of the meeting of the Programme & Scrutiny Board held on 17 November 2010 was received.

**55 Provisional Financial Settlement and Spending Review**

The Finance Director tabled a Schedule detailing the Government's provisional two year settlement for all Fire & Rescue Authorities. He and the Chief Fire Officer spoke about the potential financial difficulties facing the Authority.

It was noted that the Authority would receive a grant in 2011/12 equivalent to a 4.95% reduction on 2010/11, followed by an increase of 1.28% in 2012/13. Though considered to be better than expected, the current proposal would mean a reduction in grant of £474,000 in 2011/12.

Resolved:

a) *Noting that the Government planned to reduce grant to Fire & Rescue Authorities by 25% over the next four years, to ask the Programme & Scrutiny Board to consider the mechanism for involving members in the preparation of a strategic plan for the four year period.*

b) *To note that budget proposals would be presented to members for discussion at the budget seminar to be held in January 2011.*

**56 Revised Capital Programme 2010/11**

On considering a paper by the Finance Director

Resolved:

a) *To approve the revised capital programme for 2010/11 of £3.235m, as presented.*

b) *To approve the revised prudential indicators consequent upon the change in the capital programme.*

**57 Finance Review & Audit Committee**

The minutes of the meeting of the Finance Review & Audit Committee held on 14 September 2010 were received.

**58 Members' Allowances**

On considering a paper by the Clerk,

Resolved:

a) *To amend the scheme of members' allowances with effect from 1st January 2011 by substituting a flat rate of 40 pence per mile for the current allowances payable to a member when using his/her own private car on Fire Authority business.*

b) *To review this decision after one year.*

**59 Health & Safety Annual Statement**

On considering a paper by the Chief Fire Officer

Resolved:

*To note the report and to approve the policy statement for signature by the Chairman.*

**60 Staffing Committee**

Summaries of the minutes of the meetings of the Committee held on 4 October 2010 and 8 November 2010 were received.

**61 Protection, Prevention and Intervention**

A short visual presentation was made. This included an excerpt from BBC Breakfast featuring Watch Manager Brian Morris.

**62 Appointment to Committees and Other Bodies**

On considering a paper by the Clerk

Resolved:

*To appoint Cllr Mrs B Wayman to the Standards Committee, the Rural Commission and the HR Learning and Development Workstream.*

**63 Indemnity Policy**

On considering a paper by the Clerk

Resolved:

*To approve a member of the Authority acting from time to time as an alternate director on South West Fire Control Limited and that this constitutes approval for the purpose of paragraph 2(ii) of the Authority's indemnity policy.*

It was noted that Cllr Wren had appointed Cllr Marshall as his Alternate.

**64 Dissolution of Regional Management Board**

On considering a paper by the Clerk and Chief Fire Officer

Resolved:

- (a) *To agree to the dissolution of the Regional Management Board (RMB) on 31 March 2011.*
- (b) *In the event of the RMB being dissolved on the 31 March 2011, to agree to each relevant Lead Authority being indemnified against any liabilities which may arise from the current or former programme of collaboration under the aegis of the RMB which may come to light following the Board's dissolution subject to :*
  - *all six FRAs in the South West agreeing to such indemnification and*
  - *the Chief Fire Officer in consultation with the Treasurer and the Clerk to the Authority agreeing the apportionment of any such liability falling to this Authority.*
- (c) *To note the re-establishment of the informal South West Fire Forum comprising Chairmen or portfolio holders of the six South West FRAs and the Chief Fire Officers.*
- (d) *To support the continuation of initiatives for collaborative work projects and to note that the governance arrangements for such projects enable each FRS to decide for itself whether it wishes to participate in a particular project.*

**65 Regional Management Board (RMB)**

The minutes of a meeting of the Regional Management Board held on 28 September 2010 were received.

**66 South West Fire Control Limited**

- (1) Summaries of the discussion and decisions at the meetings of the Board of Directors held on 1 October and 15th November 2010 were received.
- (2) The minutes of the AGM of the Company held on 15 November 2010 were received.

(Duration of meeting 10.30 a.m. to 12.25 p.m. )

