


CABINET

DRAFT MINUTES of a MEETING held in THE KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 19 April 2016.

Cllr Keith Humphries	Cabinet Member for Health (including Public Health) and Adult Social Care
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Fleur de Rhé-Philippe	Cabinet Member for Economic Development, Skills, Strategic Transport and Strategic Property
Cllr Baroness Scott of Bybrook OBE	Leader of the Council
Cllr Jonathon Seed	Cabinet Member for Housing, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Operational Property and Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Communities, Campuses, Area Boards and Broadband
Cllr Dick Tonge	Cabinet Member for Finance
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage and Arts, Governance and Support Services
Cllr Philip Whitehead	Cabinet Member for Highways and Transport

Also in Attendance: Cllr Glenis Ansell, Cllr Chuck Berry, Cllr Allison Bucknell, Cllr Chris Caswill, Cllr Richard Clewer, Cllr Christine Crisp, Cllr Alan Hill, Cllr Atiqul Hoque, Cllr Jon Hubbard, Cllr David Jenkins, Cllr Bob Jones MBE, Cllr Simon Killane, Cllr Gordon King, Cllr Jerry Kunkler, Cllr Magnus Macdonald, Cllr Horace Prickett, Cllr Anthony Trotman, Cllr Bridget Wayman, Cllr Fred Westmoreland and Cllr Jerry Wickham

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

44 **Apologies**

There were no apologies as all members of the Cabinet were present.

45 **Minutes of the previous meeting**

The minutes of the meeting held on 15 March 2016 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 15 March 2016.

46 Minutes - Capital Assets Committee

The minutes of the meeting held on 15 March 2016 were presented.

Resolved:

To receive and note the minutes of the meeting held on 15 March 2016.

47 Declarations of Interest

There were no declarations of interest.

48 Leader's announcements

The Leader invited Cabinet, and those in attendance, to observe a minutes silence as a mark of respect for Cllr Jeff Osborn who had recently passed away.

The Leader provided an opportunity for those in attendance to sign a book of condolence.

49 Public participation and Questions from Councillors

The Leader stated that, in accordance with normal practice, questions regarding agenda items would be taken under the respective item.

Cllr Chris Caswill, indicated that he wished to ask supplementary questions, on issues he had raised not on the agenda.

(a) Cllr Chris Caswill – Public Conveniences

Cllr Caswill thanked Cabinet for the response, and reemphasised his support for the continued negotiations between Wiltshire Council and Chippenham Town Council which he hoped would result in the transfer of assets to the control of the local community.

(b) Cllr Chris Caswill – Better Care Plan Scrutiny

In response to a question from Cllr Chris Caswill as to whether the Homefirst pilot and the Better Care Fund could be scrutinised by the relevant Scrutiny Task Group, the Leader stated that whilst she would not hinder a request, it was up to the Health Select Committee to determine its own workplan.

Cllr Gordon King as member of the Better Care Plan Task Group added that the Task Group had already considered the Joint Commissioning Arrangements and financial information.

50 **Draft Chippenham Site Allocations Plan: Progress Update**

Cllr Toby Sturgis, Cabinet Member for Planning, presented a report which provided an update on the Chippenham Site Allocations Plan and progress with the Schedule of Work developed to respond to the Inspector's comments following the suspension of the Examination and next steps.

The Leader invited members of the public to present their submitted questions, as previously circulated in agenda supplement two together with the responses and invited questioners to ask any supplementary questions.

a) Ian James – Flood Risks

In response to a supplementary question from Mr Ian James, Cllr Toby Sturgis stated that he had seen the email in question, and understood the officer's comments. Cllr Sturgis went on to state that no development should go ahead unless it included mitigation measures designed to reduce the flood risk. Developers would have to demonstrate such measures, and the Environment Agency would have to consider the evidence, and make final decision on the adequacy of the plans.

In response to a supplementary question from Mr Ian James, Cllr Jonathan Seed clarified that any development of any ground had flood risks associated with it, but such risks could be mitigated with appropriate strategies.

In response to a supplementary question from Mr Ian James, Cllr Toby Sturgis explained that the Environment Agency (EA) would publish information when they were ready. The Leader asked that officers talk to the EA about expediting the process and asked officers to ensure the relevant parties were informed when the evidence was produced.

In a closing statement, Mr Ian James emphasised the impact of climate change on flood risk

b) Marilyn Mackay – Chippenham DPD

Marilyn Mackay stated that she did not have any supplementary questions.

c) Helen Stuckey – Chippenham DPD

In response to a supplementary question from Mrs Helen Stuckey, Cllr Toby Sturgis explained that the full appraisals would be included in the papers for the

Council meeting on 10 May which would be published on 29 April, and that he intended to keep an open mind considering all the evidence in full.

The Leader emphasised that the meeting of Full Council would make the final decision on a recommendation to the Inspector. The Leader also asked that a link to the published Council papers be promoted in the locality.

d) Cllr Chris Caswill – Chippenham DPD

In response to a supplementary question from Cllr Chris Caswill, Cllr Toby Sturgis undertook to keep an open mind about the need for an Eastern or Southern Link Road. Alistair Cunningham, Associate Director, added that the reference to the need for an Eastern Link Road in the Regulation 123 list was based on the evidence available at the time of publication and did not pre-empt any subsequent consideration of transport needs as part of the Chippenham DPD.

In response to a supplementary question from Cllr Chris Caswill, the Leader stated if the Council produced a detailed transport plan at this stage would it be in danger of being accused of pre-empting the Inspector.

e) Malcolm Toogood – Speculative Development

The Leader asked officers to provide a written response to Mr Toogood's statement about the impact of the delay in the adoption of the Chippenham Site Allocation on speculative development in other areas. As the statement had not been submitted in advance, it was not possible to give a considered reply at the meeting.


Resolved

That Cabinet notes the progress made with the examination of the Draft Chippenham Site Allocations Plan including the work being undertaken pursuant to the Schedule of Work agreed with the Inspector appointed to examine the Plan and the next steps.

Reason for Decision

To inform Cabinet of the continuing work to respond to the concerns of the Inspector appointed to examine the Chippenham Site Allocations Plan following suspension of the Examination in November 2015 and next steps.

51 **Laptop Estate Refresh**

 Cllr Stuart Wheeler, Cabinet Member for ICT, presented a report which sought approval for the spend, and the commencement of a project to replace all Windows 7 laptops in scope with Windows 10 laptops within the Wiltshire Council estate, along with the associated 3rd party services that were required to

assist with the provisioning of new laptops and the reselling, recycling or disposal of old laptops.

Issues highlighted in the course of the presentation and discussion included: that hardware options had been tested by users, compatibility with existing software and applications was also being tested how issues of access, security and equalities would be dealt with. A discussion ensued on the ICT needs of members which would continue to be explored.

Cllr Dick Tonge, Cabinet Member for Finance, stated that issues in relation to the possible disposal of hardware to the community had been explored. However, the disposal programme as detailed in the report, represented the best logistical, secure and value for money outcome but would continue to be considered and taken into account within the business case.

Cllr Dick Tonge also proposed two additional recommendations in relation to developing the business plan to take account of mobile working and expansion of the MyWiltshire App which Cllr Stuart Wheeler accepted.

Resolved

- 1. To invest in new laptops to replace the aging current devices and to take advantage of new mobile functionality.**
- 2. To delegate powers to enter into a contract to purchase new laptops incorporating supply, build, deploy the new devices and dispose of the old devices, to the Associate Director, People and Business and Cabinet member for Hubs, Governance, Support Services, Heritage & Arts and Customer Care in conjunction with the Section 151 Officer.**
- 3. To develop a business plan that evaluates mobile working across all aspects of the Council that results in an action plan that shows potential savings with initial feedback in October 2016.**
- 4. To develop a business plan that evaluates the use of the MyWiltshire App across all aspects of the Council that results in an action plan that shows the advantages to residents and potential savings with initial feedback in October 2016.**

Reasons for Decision

The increasing failure rate of laptops is beginning to have an impact on costs and operational support as well as disruption to council staff. To take full advantage of the Windows 10 operating system we need a new laptop estate that will meet the needs of the majority of staff and still be a cost effective solution. Bringing in Windows 10 will allow us to engage with the Disability Forum, Information Assurance and HR to understand how we can then deploy

the same council build to devices other than those proposed to be purchased e.g. tablets.

52 Wiltshire Council direct provision – CQC registered care services for adults

Cllr Keith Humphries, Cabinet Member for Health, presented a report which updated Cabinet on the registered care services that were directly provided by the Council.

In giving his presentation, Cllr Keith Humphries emphasised that the Council should to acknowledge the hard work of the staff, many of whom went the extra mile; and encouraged councillors to arrange a visit, so they could see for themselves the positive work being undertaken in respite settings.

The Leader asked if such a visit could be arranged for Cabinet members.

Resolved

That Cabinet notes the key outcomes of the CQC inspections in relation to the Council run registered services. Acknowledges the input of the staff, required in order to achieve such positive outcomes, giving assurance to the Council that quality services are being provided to Wiltshire residents.

Reason for Decision

To ensure that Cabinet is aware of the high quality of service provision being delivered by the Council's Adult Care directly provided registered services.

53 Salisbury City Council Asset Transfer – Cabinet Approval of Transfer from Wiltshire Council

Councillor Dick Tonge, Cabinet Member for Finance, presented a report which sought approval of a final package of assets and services to be transferred to Salisbury City Council; provided detailed information in relation to the financial impact this would have on Wiltshire Council; and recommended the process and timescale for other potential asset and service transfers to parish and town councils.

Issues highlighted in the course of the presentation and discussion included: the number of services and properties to transfer; that some land tenure and ownership issues had proved intractable and costly to resolve, so the Council had agreed to agency agreements as an alternative to full transfer of ownership; the s106 monies to be transferred, and the restrictions placed on these; the ambitions of other towns, and how the Council had learnt from the experience thus far; the revenue implications to the Councils; the support that can be provided to Councils during the transfer; that the aim was for packages to be

broadly cost neutral for both parties, and that this meant that assets and liabilities would be devolved.

Cllr Dick Tonge, in giving his presentation explained that the deal for Salisbury, particularly in relation to the funding of CCTV assets, may not be replicated in other towns. Cllr Tonge also made a minor amendment to recommendation (e).

Cllr John Thomson state, in response to a question from Cllr Bob Jones MBE, that discussions with Cricklade on the transfer of some assets were being dealt with separately and he was open to discussions about timescales.

The Leader, in response to a question from Cllr Jon Hubbard explained that she would be happy to arrange discussions about the funding of improvement works for land that had not yet transferred from the ownership of Wiltshire Council.

Cllr Richard Clewer stated that he welcomed the proposals and the opportunities it afforded the City Council.

Cllr Atiqul Hoque expressed his support for the proposals but was concerned at the time it was taking.

The Leader expressed concern that Salisbury City Council were not planning to consider the matter until July, which she felt was an undue delay; and emphasised that the decision on the Asset Transfer was not contingent on any decision regarding Community Governance Review of parish boundaries.

She asked that no more officer time be spent on this issue until a decision had been made by Salisbury City Council. Acknowledging that the Corporate Director had already written to the City Council's clerk, the Leader stated that she would also write to Leader of the City Council to further emphasise these issues.

Resolved

- 1. To approve the final list of assets and services listed that will be transferred to Salisbury City Council;**
- 2. To note the net revenue impact to the council;**
- 3. To approve the service transfer budget principle of "tapering" to zero cost over 4 years;**
- 4. To delegate the implementation of the transfer of properties and the service delegation to a Corporate Director following consultation with the Cabinet Member for Finance;**
- 5. To use the work and model established for Salisbury for further transfers with indicative phasing as shown in on page 90 and 92 of the**

report.

Reason for Decision

To complete the transfer of the package of assets and services to Salisbury City Council and ensure an agreed process is in place for other asset and services transfers to parish and town councils.

54 **Age UK Contracts 2016 and beyond**

Key Cllr Keith Humphries, Cabinet Member for Health, presented a report which set out a proposal for entering into two agreements with a single Age UK organisation covering the whole of Wiltshire. It was noted that the report was required in advance of two exemptions from the Council's procurement regulations so that the Council and Clinical Commissioning Group could enter into a long term investment grant and a separate community services contract with Age UK.

In making his presentation, Cllr Keith Humphries stated that as the management of the new Wiltshire Age UK had not yet been appointed, he asked that the recommendation be amended to delegate the final decision to the Associate Director to allow further negotiation to take place.

In response to issues raised at the meeting, Cllr Keith Humphries agreed that a meeting should take place with relevant parties so that Age UK could take full part in the efforts to devolve more Health and Wellbeing activity to Community Area level.

Resolved

- 1. To delegate authority to the Corporate Director following consultation with the Cabinet Member for Health, to conclude negotiations in entering into a long term investment grant in partnership with the CCG with Age UK for a total maximum term of four years based on a two year agreement with the option to extend the agreement for an additional two years based on the agreement of the parties.**
- 2. To enter into a one year community services contract exempt from the procurement regulations.**
- 3. To arrange a meeting of the Chairs of Health & Wellbeing Groups, Community Engagement Managers and Age UK to discuss possibilities to deliver priorities together.**

Reasons for Decision

1. This proposal has been made so as to ensure there are a range of effective and robust community based prevention services available across the County of Wiltshire. The proposal will provide the Council and CCG with a key strategic partner with which to achieve shared objectives around developing resilient communities and delivering services within the community. The proposal will deliver efficiencies through rationalising the allocation of resources ensuring best value is achieved.
2. The recommendation to enter into a two year agreement with a single Age UK organisation will give commissioners from across the CCG and the Council the opportunity to develop a strategic partnership with Age UK which can be used to drive community based prevention activities, deliver the shared objectives set out in this document and support strategic objectives shared by both the council and CCG delivered through the Health and Well Being Board.
3. The strategic partnership will also be a key element of working across the system to ensure that prevention, information and voluntary services are coordinated and deliver the best value for both health and care sectors.
4. The optional extension will be considered based on the service providers' ability to evidence how it is delivering the objectives shared by the commissioning organisations and that they can work as a key strategic partner across the system. A report will be submitted for the cabinet's consideration in the autumn of 2017 setting out the impact of extending the long term investment grant based on the data collated during the term.
5. The Community service contract will give commissioners the time to agree how these services will be delivered after April 2017.

55 **Highways Peer Review**

Cllr Philip Whitehead, Cabinet Member for Highways and Transport, presented a report which advised Cabinet of the outcome of the recent peer review of the Highways Service.

The Council had received very positive feedback about the way its Highways Service was managed and delivered. The areas recommended for consideration would be taken forward to form an action plan. The review team was due to return to Wiltshire to agree the action plan. The plan and progress with its implementation would then be reported to cabinet and the Environment Select Committee later in the year.

Resolved

That Cabinet notes the positive results of the recent Highways Maintenance Efficiency Programme Peer Review, and that progress on

implementing its recommendations will be reported to a future meeting of Cabinet.

Reasons for Decision

There have been significant changes in the Council's Highways Service over the last few years. These include a significant increase in capital expenditure in maintenance through the Local Highways Investment Fund 2014-20, substantial reduction in revenue funding, realignment of transport funding by the central government, termination and procurement of the term maintenance contract, and several restructuring of the service since Wiltshire became a unitary council.

It is important to get an independent view on whether, after all these changes the service is fit for purpose and provides value for money to the residents.

56 **Urgent Items**

There were no urgent items.

(Duration of meeting: 9.30 - 11.24 am)

These decisions were published on the 26 April 2016 and will come into force on 5 May 2016
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The Officer who has produced these minutes is Yamina Rhouati, of Democratic Services, direct line 01225 718024 or e-mail Yamina.Rhouati@wiltshire.gov.uk
Press enquiries to Communications, direct line (01225) 713114/713115