

## CABINET

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MINUTES of a MEETING held in COUNCIL CHAMBER - COUNCIL OFFICES, BROWFORT, DEVIZES on Tuesday, 18 October 2011.

Cllr John Brady	Cabinet Member for Finance Performance and Risk
Cllr Lionel Grundy OBE	Cabinet Member for Children's Services
Cllr Keith Humphries	Cabinet Member for Health and Wellbeing
Cllr John Noeken	Cabinet Member for Resources
Cllr Fleur de Rhe-Philipe	Cabinet Member for Strategic Planning, Economic Development and Tourism
Cllr Jane Scott OBE	Leader of the Council
Cllr Toby Sturgis	Cabinet Member for Waste, Property and Development Control Services
Cllr John Thomson	Deputy Leader and Cabinet Member for Adult Care, Communities and Housing
Cllr Dick Tonge	Cabinet Member for Highways and Transport
Cllr Stuart Wheeler	Cabinet Member for Campus Development and Culture (including Leisure, Sport and Libraries)

Also in Attendance:	Cllr Peter Colmer
	Cllr Linda Conley
	Cllr Peggy Dow
	Cllr Richard Gamble
	Cllr Mike Hewitt
	Cllr Jon Hubbard
	Cllr David Jenkins
	Cllr Jerry Kunkler
	Cllr Howard Marshall
	Cllr Laura Mayes
	Cllr Jemima Milton
	Cllr Bill Moss
	Cllr Jeff Osborn
	Cllr Mark Packard
	Cllr Roy While

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### 133. Apologies

Apologies were received from:

Cllr Sheila Parker, Portfolio Holder for Vulnerable Children who was attending a Foster Panel meeting and Cllr Alan Macrae, Portfolio Holder for Schools who was attending the official opening of Wellington School Academy on behalf of the Leader.

134. **Minutes of the previous meetings**

The minutes of the meetings held on 13 September and 6 October 2011 were presented.

**Resolved:**

**To approve as correct records and sign the minutes of the meetings held on 13 September and 6 October 2011.**

135. **Minutes - Capital Assets Committee**

The minutes of the meetings of the Cabinet Capital Assets Committee held on 14 June, 26 July and 14 September 2011 were presented.

**Resolved:**

**To receive and note the minutes of the meetings of the Cabinet Capital Assets Committee held on 14 June, 26 July and 14 September 2011.**

136. **Leader's announcements**

The Leader announced that she had attended the following functions on behalf of the Council:

(a) Enthronement of New Bishop of Salisbury

The Leader attended the enthronement of the Reverend Nicholas Holtam as Bishop of Salisbury at Salisbury Cathedral on 15 October 2011. She commented that it had been a wonderful service which she felt privileged to attend. The Leader added that Reverend Holtam would be an asset to the County and that the Council would continue to have close links with the Cathedral.

(b) Royal Wootton Bassett – Renaming Ceremony

The Leader attended the ceremony held on 16 October 2011 when Wootton Bassett was given the title of 'Royal' in recognition of its efforts to honour the UK's war dead.

The Leader thanked the people of Wootton Bassett for their handling of the event which she said was extremely moving. She paid tribute to the Town Council who she said had done a magnificent job in its organisation of such a major and nationally recognised event and the source of much pride for the County.

The Leader acknowledged and thanked Council officers particularly those in Highways, the Lord Lieutenancy and Communications for the invaluable contribution they played in assisting the Town Council with the event.

### 137. **Declarations of Interest**

There were no declarations of interest.

### 138. **Public participation**

The Leader reported receipt of the following written questions:

Mr John Bowley concerning Westbury Bypass to which Cllr Fleur de Rhe Philipe, Cabinet member for Strategic Planning, Economic Development and Tourism replied.

Mr Phil Matthews concerning the Government announcement to provide £250m to local authorities to provide weekly waste collections to which the Cabinet member for Waste, Property and Development Control Services, Cllr Toby Sturgis replied.

Mr Michael Sprules' two questions. One on suggesting directives to ensure accuracy of planning application submissions and one seeking assurances that submissions made during the consultation process on the Wiltshire Core Strategy would be taken into account. Cllr Sturgis responded to both.

Details of the full questions and responses can be accessed on the following link:

<http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=5651&Ver=4>

Members of the public addressed Cabinet on the items referred to in minute no.s 140 and 141 below as shown in the respective minutes.

### 139. **Countywide Analysis of the Impact of Car Parking Charges**

#### Public Participation

Mr Phil Matthews addressed Cabinet on this item.

The Leader explained that the report presented was a factual account with supporting evidence providing a Countywide analysis of the impact of car parking charges. This together with any other evidence submitted by city/town/parish councils and through the scrutiny process would be used to enable Council to consider the matter fully at its meeting on 8 November 2011.

Cllr Dick Tonge, Cabinet Member for Highways and Transport presented a report which examined the link between introduction of Wiltshire's new car parking strategy and charges with car parking usage in the context of the current economic climate.

It was noted that the evidence in the report included the following:

- National and local economic data
- Retail trends data

- Research and studies showing the relationship between parking and market towns
- Car park usage and income data
- Evidence from other authorities
- Other strategies and plans.

The report provided the following key conclusions:

- (i) The findings of wider research are that it is what a town or City has to offer is the primary factor affecting economic health and not parking charges.
- (ii) Parking ticket sales were already in decline before the introduction of the new parking charges in April 2011. Neighbouring local authorities are also reporting a decline in car park usage and/or an income shortfall.
- (iii) A large number of local authorities have either brought in increased parking charges or are considering such a move. A few have reduced their charges with limited and mixed results.
- (iv) National economic evidence shows that Britain is currently suffering from a period of slow growth, low consumer confidence and squeezed household disposable incomes. The rise of out-of-town shopping centres, large chain stores, supermarkets and the internet have also significantly impacted on the UK's high street.
- (v) There are signs that some of Wiltshire's towns are bucking the national trend.
- (vi) Parking charges provide essential Council income to support other services such as local buses and, as a demand management measure, can help the Council and its partners meet CO<sub>2</sub> and air quality targets.

Overall, it was considered that if parking charges were broadly appropriate, then the main factors affecting market towns were:

- wider economic factors (e.g. consumer confidence);
- societal trends (e.g. supermarket and internet shopping); and
- the actual offer a town makes.

The first of these factors was largely international in its origin and scope. The second was largely national. The third was local and was being addressed by the Council in the County's largest towns through the Vision programmes.

Cllr Tonge responded to questions and confirmed that he was seeking feedback from interested parties which together with feedback from the Environmental Select Committee's meeting on 1 November would be incorporated into a report to Council on 8 November 2011. Concern was expressed over the timescale available to provide feedback in time for consideration by the Select Committee and the timescale to in turn provide the views of the Select Committee to Council a week later due to the timing of the Select Committee.

It was noted that as previously offered by the Leader, assistance from the Council's Economic Development unit was available to towns that requested it. In this connection, Cllr John Noeken, Cabinet member for Resources explained

that Amesbury had taken up this offer of assistance which had proved extremely helpful.

Cllr Tonge put forward a number of proposals which were agreed by Cabinet as detailed in the resolutions below.

**Resolved:**

**That Cabinet:**

- (a) notes the findings of the countrywide analysis of the impact of the current car parking charges as presented in the report presented;**
- (b) implements an additional free hour on any parking ticket purchased on 19th, 20th, 21st, 22<sup>nd</sup>, 23<sup>rd</sup> and 24<sup>th</sup> of December 2011 using a token printed in the next Wiltshire magazine, the only exception would be on street parking in Salisbury;**
- (c) extends the £50 service permits to cover registered charities. To be used for loading/ unloading and peripatetic staff working with vulnerable people, but not for employees;**
- (d) makes changes to apply a single restriction to all off street parking areas that allows all day parking when a blue badge is displayed. Immediately restrict enforcement strictly to non displayed blue badge contraventions until all applicable off street parking orders are amended in due course to reflect the new restrictions and**

Reason for Decisions

At its meeting on 12 July 2011, Council requested a full report on the car parking charges on a Countywide basis be presented to the next meeting of Council on 8 November 2011.

**140. Response to proposals from Salisbury City Council presented to Wiltshire Council 26 July 2011**

Public Participation

Mr Reg Williams, Clerk to Salisbury Council and Mr Andrew Roberts, Salisbury City Council Councillor addressed Cabinet on this item and urged Cabinet support of the City Council's proposals.

Cllr Dick Tonge, Cabinet Member for Highways and Transport presented a report which asked Cabinet to consider its formal response to the five proposals submitted by Salisbury City Council to this Council on 26 July 2011 (with the exception of on and off street car parking prices which would be part of the full review of car parking charges by Council on 8 November 2011) details of which were presented.

Cllr Tonge guided members through the report and responded to questions raised. He went through the 5 proposals in turn recommending a course of action agreed by Cabinet as detailed in the resolution below.

**Resolved:**

**That Cabinet agrees the proposed responses to the proposals from Salisbury City Council as follows:**

**Proposal 1 – Re-introduction of a one hour charge.**

**None, as this has been by Cabinet at its special meeting held on 19 August 2011 where it was resolved to reintroduce the one hour charge.**

**Proposal 2 – One hour charge**

**To note that this would be considered by Council at its meeting on 8 November 2011.**

**Proposal 3 – Covenant on Lush House and Southampton Road Car Parks**

**That given the re-introduction of the one hour charge if the City Council wished to continue a discussion on this matter, Wiltshire Council officers would meet with the City Council and put any recommendations to the Cabinet for approval. That the Solicitor to the Council be requested to consider the legal issues raised during the meeting by representatives of Salisbury City Council.**

**Proposal 4 – Park and Ride Extended Hours**

**That no changes are made to Park and Ride opening times unless the City Council can provide evidence that the additional usage would cover the additional costs or alternatively this could be funded locally.**

**Proposal 5 – Sunday and Bank Holiday Charges**

**To note that this would be considered by Council at its meeting on 8 November 2011.**

**Reason for Decision**

To respond formally to proposals presented to the Council by Salisbury City Council with the exception of on and off street car parking prices which would be part of the full review by Council on 8 November 2011.

141. **Response to proposals from Salisbury City Centre Management, the Federation of Small Businesses and Salisbury and District Chamber of Commerce and Industry presented to Wiltshire Council 26 July 2011**

**Public Participation**

Mr Ian Newman, Chairman of Salisbury City Centre Management Committee addressed Cabinet on this matter highlighting the difficulties being faced by retailers in the current economic climate. He also sought this Council's assistance and co-operation in promoting Salisbury particularly its retail and tourism sectors.

The Leader agreed that both Councils should pool together available resources to promote the City and the many things it had to offer.

Cllr Dick Tonge, Cabinet Member for Highways and Transport presented a report which asked Cabinet to consider its formal response to nine proposals submitted by the Salisbury City Centre Management, the Federation of Small Businesses and Salisbury and District Chamber of Commerce and Industry.

Cllr Tonge explained that this Council had received 3 letters from the aforementioned organisations, dated 24 May, 11 July and 26 September 2011, details of which were presented. Cllr Tonge guided members through the second set of proposals dated 11 July with the exception of on and off-street car parking prices which would be considered as part of a full review by Council on 8 November 2011. He also guided members through the subsequent proposals dated 26 September and explained how these compared with the earlier July proposals. Cllr Tonge responded to questions and sought Cabinet's approval of formal responses to these proposals as detailed in the resolutions below.

**Resolved:**

**That Cabinet agree responses to the proposals from Salisbury City Centre Management (SCCM), the Federation of Small Businesses (FSB) and Salisbury and District Chamber of Commerce and Industry (Chamber) as follows: -**

**In response to Proposals dated 11 July 2011**

**Proposal 1b – Brown Street Car Park**

**To retain current hours at Brown Street Car Park unchanged.**

**Proposal 4 – Changes to Park and Ride**

**That no changes are made to Park and Ride opening times unless SCCM, the FSB and the Chamber can provide evidence that the additional usage would cover the additional costs or alternatively this could be funded locally, that no changes are made to charges and that no concessions are made for a trial period due to the conditions of the Transport Act.**

**Proposal 5 – Christmas and New Year Parking**

**That officers enter into a discussion with SCCM, the FSB, the Chamber and SCC on Christmas and New Year concessions provided that any concessions are cost neutral.**

**Proposal 6 – Pay on Exit**

**That pay on exit is not implemented due to the cost implications but that the option is evaluated as part of the Salisbury Vision developments and that MiPermit mobile permit system is marketed.**

**Proposal 7a – Future Parking Charges and Arrangements**

**That Wiltshire Council meet with SCCM, the FSB, the Chamber SCC to discuss any future changes to car parking charges or arrangements; at an early stage i.e. before any changes are made.**

**Proposal 7b – Car Parking Prices in Relation to Bournemouth and Southampton**

That there should be no presumption that the cost of parking in Salisbury should be less than Bournemouth and Southampton.

**Proposal 8 – Promotion of Salisbury**

That interested parties to discuss promotion of Salisbury with the Area Board and Visit Wiltshire.

**Proposal 9 – Wiltshire Council Staff Parking**

That the current arrangements for staff parking in Salt Lane continues as at present and that parking staff would monitor usage every six months to ensure that there is sufficient space for members of the public.

**In response to Proposals dated 26 September 2011**

**Proposal 1 – Wiltshire Car Parking Strategy – amendment to Policy PS3**

That no change be made to Policy PS3.

**Proposal 2 – Parking Charges Monday to Saturday (off-street)**

Noted that this was an amalgamation of Proposals 1 and 2 in the proposals dated 11 July 2011, this would be considered by Council on 8 November 2011.

**Proposal 3 – Parking Charges on Sundays and Bank Holidays (off-street)**

This would be considered by Council on 8 November 2011.

**Proposal 4 – Park and Ride**

As per the decision above on Proposal 4 dated 11 July 2011.

**Proposal 5 – Christmas and New Year Parking**

As per the decision above on Proposal 5 dated 11 July 2011.

**Proposal 6 – Pay on Exit**

As per the decision above on Proposal 6 dated 11 July 2011.

**Proposal 7 – Future Parking Charges and Arrangements**

As per the decision above on Proposal 7 dated 11 July 2011.

**Proposal 8 – Promotion of Salisbury**

As per the decision above on Proposal 8 dated 11 July 2011.

**Proposal 9 – Wiltshire Council Staff Parking**

As per the decision above on Proposal 9 dated 11 July 2011.

**Reason for Decisions**

To respond formally to proposals presented to the Council by Salisbury City Centre Management, the Federation of Small Businesses and the Salisbury and District Chamber of Commerce and Industry with the exception of on and off-street car parking prices which would be part of the full review by Council on 8 November 2011.



#### 142. **Provision of Internal Audit**

Cllr John Brady, Cabinet Member for Finance, Performance and Risk presented a report which updated Cabinet since its 24 May 2011 decision to pursue a negotiated transfer of the Council's Internal Audit function to the South West Audit Partnership (SWAP). Cllr Brady explained that meetings including one to ones had been held with affected staff. A further meeting would be held with the unions later that day to resolve any outstanding issues raised by staff.

It was noted that the Audit Committee in considering a report at its meeting on 28 September 2011 had resolved as follows:

- i. SWAP to continue with due diligence of Wiltshire staffs' terms and processes noting Audit Committees comments.
- ii. Council officers to finalise the legal and TUPE documentation.

Cllr Roy While, Chairman of the Audit Committee explained that the Audit Committee had taken time to consider this matter thoroughly which ensured that all those present had had an opportunity to present their views.

Cllr Jon Hubbard expressed reservation over outsourcing such an important function given the size of the authority and its budget.

#### **Resolved:**

**That Cabinet delegates authority to the Service Director of Finance following consultation with the Service Director, Law and Governance and the Cabinet Member for Finance, Performance and Risk to conclude the transfer of the provision of the Internal Audit function to the South West Audit Partnership once all issues are resolved in accordance with the Council's policy.**

#### Reason for Decision:

This report is to update Cabinet on progress since its May meeting to pursue a negotiated transfer of the Council's Internal Audit function to the South West Audit Partnership (SWAP). Since the May meeting of Cabinet the Council's Constitution has changed to allow TUPE of less than 50 staff to be delegated to the appropriate Cabinet Member. Despite this Cabinet have expressed, in a spirit of openness and transparency, a desire for an update to consider Audit Committee comments prior to any decision.

#### 143. **Budget Monitoring Period 5 August 2011**

Cllr John Brady, Cabinet Member for Finance, Performance and Risk presented a report which advised Cabinet of the revenue budget monitoring position as at the end of Period 5 (August 2011) for the financial year 2011/12. The report highlighted any significant changes since the report to the last ordinary meeting on 13 September 2011.

The previous monitoring report had identified significant potential cost pressures totalling £3.084 million. This had reduced by £0.225 million in the current period giving a revised potential cost pressure of £2.859 million.

Cllr Brady pointed out that any proposals to reduce car parking charges as part of the review to be considered by Council on 8 November 2011 should only be made alongside parallel proposals on how such a move would be funded to avoid a reduction in income.

It was noted that the report presented was in a different format from previous monitoring reports this year. The new format focussed on the gross and net position by service and included comprehensive appendices showing the individual budget headings. Responding to a point made by Cllr Jeff Osborn, Chairman of the Organisation and Resources Select Committee, Cllr Brady confirmed that in future both formats would be presented to include the at a glance 'traffic light' presentation. It was noted that future reports would be presented on a bi-monthly basis.

Cllr Jeff Osborn in particular and other members asked a number of questions to which Cllr Brady and other members of Cabinet responded.

**Resolved:**

**That Cabinet:**

- (a) notes the outcome of the period 5 (August) budget monitoring and the updates received since the previous report in September 2011 and**
- (b) approves the re-phasing of expenditure on Carbon reduction and the release of £0.500 million from the General Fund to the Transformation Budget.**

Reason for Decision

To inform effective decision-making and ensure a sound financial control environment.

**144. Recommendations on the Capital Programme**

Cllr John Brady, Cabinet Member for Finance, Performance and Risk presented a report which sought Cabinet's agreement of changes to the capital programme as recommended by the Cabinet Capital Assets Committee for onward recommendation to Council as changes to the previously agreed programme.

For completeness, the report also referred to Cabinet's decision dated 13 September 2011 to recommend to Council the provision of up to £0.375 million of capital funding for the Wiltshire Incubation Environment Network.

A summary of each of the capital projects was presented.

**Recommended to Council:**

**That the following changes to the capital programme be recommended to Council:**

- (a) approval of an additional £8.295m to the Transformation Programme;**
- (b) Cabinet Capital Assets Committee's decision to redevelop Middlefields/Hungerdown lane site for a new care home and extra care housing: The capital receipt that was factored into the capital programme be recouped from the sale of a section of the Middlefields/Hungerdown site, Seymour House, Chippenham and the sale of the Paddocks, Trowbridge and Coombe End Court, Marlborough sites as agreed by CCAC at its meeting on 14 September 2011 and**
- (c) approve the provision of up to £0.375 million of capital funding in respect of the Wiltshire Incubation Environment Network (as previously agreed by Cabinet).**

Reason for Decision:

To seek Council approval for changes to the capital programme in accordance with the Constitution.

**145. Urgent Items**

There were no urgent items.

**146. Exclusion of the Press and Public**

**Resolved:**

**That in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minutes Number 147 below as it was likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.**

**147. Recommendations on the Capital Programme**

Cllr John Brady, Cabinet Member for Finance, Performance and Risk presented a report which provided a summary of costs relating to the Older People Accommodation Development Strategy which contained exempt information.

**Resolved:**

**That the report be received and noted.**

(Duration of meeting: 10.30am – 1.15 pm)

These decisions were published on the 21 October 2011 and will come into force on 31 October 2011.

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](mailto:yamina.rhouati@wiltshire.gov.uk)  
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