

Minutes Book

Tuesday 25 February 2014

Council Chamber, County Hall, Trowbridge, BA14 8JN



Minutes of Cabinet and Committees

January to February 2014


Meeting	Date	Page Nos.	Chairman (Cllr)
Cabinet and Cabinet Committees			
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Overview and Scrutiny Select Committees			
Overview and Scrutiny Management Committee	5 February 2014	11 - 36	Simon Killane
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Other Committees			
Wiltshire Police and Crime Panel	15 January 2014	125 - 132	Richard Britton
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Wiltshire and Swindon Fire Authority			
<p>Councillors wishing to ask a question on the Fire Authority minutes are required to give written notice no later than five clear days before the Council meeting - 5pm on 17 February 2014 - please contact Yamina Rhouati, 01225 718024, yamina.rhouati@wiltshire.gov.uk</p>			
Wiltshire and Swindon Fire Authority	12 December 2013	145 - 148	

CABINET

MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 11 February 2014.

Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Fleur de Rhé-Philippe	Cabinet Member for Economy, Skills and Transport
Cllr Jane Scott OBE	Leader of the Council
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services)

Also in Attendance: Cllr Trevor Carbin, Cllr Tony Deane, Cllr Richard Gamble
Cllr Jon Hubbard, Cllr David Jenkins, Cllr Gordon King
Cllr Jacqui Lay, Cllr Magnus Macdonald, Cllr Alan MacRae
Cllr Horace Prickett, Cllr Roy While and Cllr Philip Whitehead

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

16 Apologies

All members were present.

17 Minutes of the Previous Meeting

The minutes of the last meeting held on 21 January 2014 were presented.

Resolved:

That the minutes of the meeting held on 21 January 2014 be approved

as a correct record and signed by the Leader subject to the following amendment:

In respect of minute no. 7 - Wiltshire Local Transport Plan 2011-2026: Other Strategies, to include the following sentence at paragraph 4 to be inserted after the first sentence:

‘Cllr Gordon King enquired as to what actions the administration was taking to bring forward a travel plan for the County Hall campus to improve access, particularly for the visiting public and to improve congestion in the car park’.

18 Leader's announcements

Cornwall Council

The Leader welcomed Cllr John Pollard, Leader and Jen Fishwick, Cabinet Manager of Cornwall Council to this meeting.

Flooding

The Leader updated members on the Council's response to the recent and ongoing flooding crisis. The Leader explained that we had escalated our response to the floods given the unprecedented ground water levels in Wiltshire, and with more rain on the way. We were working with our partners through the Local Resilience Forum to deal with issues all over the County, but it was noted that it was especially serious around Salisbury Plain.

The Leader personally thanked the members of staff who had been working 24/7 to help mitigate the problems caused by this extended period of unsettled weather. We had been working around the clock to protect some of the most vulnerable in our communities and would continue to do so.

With the high possibility of further road closures, our website would be kept up to date with accurate information whilst we continue to work with our partners to try and minimise the worsening of the situation and protect as many roads and properties as possible. We would also work with partners eg police and fire to ensure website information provided was consistent, accurate and up to date.

In the discussion which ensued, members noted the good co-operation between authorities in releasing equipment and sandbags to areas most in need. Cllr Macdonald expressed his gratitude for the measures taken to minimise the impact on Bradford on Avon. It was also noted that whilst the Council had taken the necessary steps in the interests of responding quickly to flooding incidents, it would look to recharge works as appropriate to utility companies.

Cllr Seed explained that a press release would be issued today urging motorists to drive safely and sensibly and to show due consideration to other road users

and pedestrians and to not add to the strain on emergency services. He also advised that local MP's would be briefed on the latest position on Friday 14 February 2014.

Members were unanimous in their praise for the staff involved recognising how hard they were working and the challenges they faced.

19 Declarations of interest

No declarations of interest were made.

20 Minutes - Cabinet Capital Assets Committee

The minutes of the Cabinet Capital Assets Committee dated 21 January 2014 were presented.


Resolved:

That the minutes of the Cabinet Capital Assets Committee dated 21 January 2014 be received and noted.

21 Public participation

It was noted that no requests for public participation had been received. The Leader did however, explain that as usual at meetings of Cabinet, she would be more than happy to hear from any member of the public present on any of the items on this agenda.

22 Wiltshire Council's Policy on Fees, Charges and Concessions

 Cllr Dick Tonge presented a report which explained proposals to harmonise the setting of fees, charges and concessions across the County. Accordingly, Cabinet's approval was sought on a proposed policy for onward recommendation to Council.

If approved, the proposal would not be applied to the fees and charges initially set as part of the 2014/15 budget process. However, this did not preclude fees and charges being amended during that year as a result of a review of the current charges against the principles set out in the proposed policy.

Cllr Laura Mayes had slight reservations over the wording in the proposed policy which referenced the provision of accommodation for children under section 20 of the Children Act 1989 – paragraph 3 (6) of the policy refers. Cllr Mayes agreed to clarify this further with the relevant Corporate Directors. Cllr Thomson referred to a recent court case which could have implications on the charging policy in this regard and it was agreed that this be referred to the Associate Director, Law and Governance to investigate.

Cllr Jon Hubbard questioned whether the proposed policy should make provision for the Council not providing services where there were commercial alternatives. Cllr Tonge whilst appreciating the point being made, clarified that the proposed policy was for where charges were being made; the decision on whether or not particular services should be provided was a separate issue.

Resolved:


That Cabinet agree the Wiltshire Council Fees, Charges and Concessions Policy and recommend its approval to Council (subject to any clarification required as a result of the points raised in the third paragraph of this minute).

Reason for decision:

To enable the Council to:

- Maintain a consistent approach to setting its fees and charges.
- Deliver the outcomes of its Business Plan through effective pricing, subsidising those areas of strategic need.
- Recover costs and contribute to the medium term financial plan.

23 Wiltshire Council Financial Plan 2014/2015

 The Leader presented the draft Financial Plan for 2014/15 for Cabinet's consideration, agreement and onward recommendation to Council on 25 February 2014.

The Leader explained that once again, in the face of continued reduction in Government grant, increased demand for services particularly children's services and adult care and the Council's commitment to protect front line services as far as possible, it had not been an easy task. She acknowledged that next year was likely to be even more challenging. The proposed budget included savings from services of £25.540 million. Every effort had been made to optimise efficiency savings internally to minimise the impact on the public and maintain a zero increase in council tax.

Cabinet received a report which provided an assessment of draft proposals to Council to set a budget for 2014/15 and the impact on Council Tax, rents, fees and charges, the capital programme, school budgets as well as reserves.

Cllr Dick Tonge presented the Financial Plan and guided members through the document and the detailed financial information in the Budget Book.

It was noted that the specific changes to the Financial Plan also reflected decisions that the Council was already progressing and the Plan thus confirmed the commitments to resource the 12 key actions as detailed in the report presented, in order to ensure delivery.

The budget for 2014/15 would redirect and invest £18.085 million of resources in line with the Business Plan. To date in response to the consultation responses received, investment as set out at Section 7 of the report presented, supported money being directed into the identified priority areas, namely the maintenance of roads, older people and adult social care and affordable housing.

It was noted that £1.994 million net was proposed to safeguard vulnerable Children. Provision was being made for £2.548 million before savings to increase pay by 1%, the first pay rise for staff in five years. The proposals also protected ongoing investment in building more homes and campuses which would help stimulate the local economy. £10.481 million of new capital money would be invested in Highways in 2014/15 and £45 million over the next four years. Aligned to the Business Plan the budget would also safeguard the commitment to Military Civil Integration and creating / protecting jobs.

Cllr Roy While, presented the report of the Special meeting of the Overview and Scrutiny Management Committee held on 5 February to consider its response to the budget proposals. Cllr While guided Cabinet through the key points raised by the Committee and acknowledge the challenges faced by Cabinet in drawing up a budget in difficult financial circumstances.

The report also detailed the various forms of consultation undertaken on the budget which included a household survey, details of which were presented; a meeting with trade unions; a meeting with non-domestic rate-payers had been arranged; People's Voice; a very well attended budget consultation event on 10 February with various sectors and ages of the community and the Wiltshire Council's Housing Board on 27 January, the minutes of which were presented.

Cllr Jon Hubbard commented that works to highways should also include residential and rural roads. Cllr John Thomson explained that Area Boards would be involved in prioritising works to rural roads and footpaths in their respective areas.

Cllr Thomson referred to concessionary fares which cost the Council £4.2 million and was well received. There was an argument that the scheme should be targeted with some of the funds directed towards provision for youth facilities.

Cllr David Jenkins commented on the high collection levels of council tax and asked what the administration attributed this to. Cllr Tonge explained that this was down to improved efficiencies and taking a prudent approach on anticipated levels. He did acknowledge that nationally, debt levels were on the increase and this could well impact on future collection levels.

Cllr Tonge paid tribute to the immense hard work on the budget by officers and thanked Michael Hudson and his team.

Resolved:

That Cabinet recommend to Council that it:

- a. Endorses the update of the Financial Plan for 2014/15.**
- b. Approve the savings and investment proposals summarised at Sections 9 and 7 respectively of this report and at Appendix 1, to provide a net revenue budget for 2014/15 of £333.063 million.**
- c. To:**
 - i. Freeze Wiltshire Council's element of the Band D council tax for 2014/15 £1,222.43, as calculated in accordance with statute, as set out in Section 10 of this report.**
 - ii. Set the Council's total net expenditure budget for 2014/15 at £333.063 million.**
 - iii. Set a 3.7% increase for dwelling rents in accordance with rent restructuring;**
 - iv. Set the HRA Budget for 2014/15 (original) as set out at Appendix 1G of this report;**
 - v. That all other service charges related to the HRA be increased by 3.7%, and Garages rents to be increased by 2%**
 - vi. Approve the Capital programme proposed at Appendix 1F of this report.**
 - vii. Set the changes in fees and charges set out in detail at Section 8 of and at Appendix 1H of this report.**

Reason for decision:

To enable the Council to:

Set its revenue, capital, housing revenue accounts, fees and charges, levels of reserves and resultant Council Tax 2014/15 to then issue Council Tax and rent bills. Provide the council with a strong business and financial plan for sustainable delivery for the remaining years of those plans.

24 Treasury Management Strategy 2014/15

Councillor Dick Tonge, presented a report which set out the proposed Treasury Management Strategy for 2014-15 for approval by Cabinet and onward recommendation to Council.

The report set out:

- a) the Prudential and Treasury Indicators (Prls and Trls) for the next three years;
- b) other debt management decisions required for 2014-15 that do not feature within the Prls or Trls, as shown in paragraphs 3.11 to 3.20;
- c) the Annual Investment Strategy for 2014-15 (only one change from 2013-14 as detailed in paragraph 3.23 of the report); and
- d) the updated Treasury Management Practices.

Cllr Tonge explained that whereas he was aware that some authorities had chosen to sell on their Icelandic bank debts, this Council had not given we were classified as preferred creditors.

Resolved:

That Cabinet recommend to Council to:

- a) adopt the Prudential and Treasury Indicators (Appendix A of the report presented);**
- b) adopt the Annual Investment Strategy, including the proposed increase in the lending limit associated with Government backed UK banks (Appendix B of the report presented);**
- c) adopt the updated Treasury Management Practices (TMPs) (Appendix C of the report presented);**
- d) delegate to the Associate Director, Finance, Revenues & Benefits and Pensions 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;**
- e) authorise the Associate Director, Finance, Revenues & Benefits and Pensions to agree the restructuring of existing long-term loans where savings are achievable or to enhance the long term portfolio;**
- f) agree that short term cash surpluses and deficits continue to be managed through temporary loans and deposits; and**

- g) agree that any 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 Associate Director, Finance, Revenues & Benefits and Pensions the authority to select such funds.**

Reason for decision:

To enable the Council to agree a Treasury Management Strategy for 2014/15 and set Prudential Indicators that comply with statutory guidance and reflect best practice.

25 Budget Monitoring

(a) Revenue Budget Monitoring

Cllr Dick Tonge presented a report which advised members of the revenue budget monitoring position as at the end of Period 9 (end of December 2013) for the financial year 2013/2014 with suggested actions as appropriate.

It was noted that a forecast overspend was not unusual at this time of the year and action would be taken to correct that ensured a balanced budget at year end. Action was currently being assessed to identify areas where savings could be made and progress suggested that the full amount would be managed within budget. To date this work had identified ways to save £2 million.

On 20 January 2014, the Council received approval of its request from central Government for a £2.8 million capitalisation directive to capitalise expenditure relating the voluntary redundancy scheme. This was included in these figures.

Overall therefore the forecasts suggested a £0.449 million overspend if no further action was taken. This represented 0.1% of the Council's net budget. An updated position would be reported to Cabinet in the next quarter. The year-end general fund reserves balance was projected to be £7.840 million, rising to £11.3 million at the start of April 2014. This was in line with the Council's Financial Plan and recommendations by the Section 151 Officer.

Resolved:

That Cabinet note the outcome of the period 9 (end of December 2013) budget monitoring and approve the transfer of £1.5 million from earmarked Reserves to the General Fund.

Reason for decision:

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

(b) Capital Monitoring Period 9 2013/2014 (as at 31 December 2013)

Cllr Dick Tonge presented a report which detailed changes to the budget made since the 2013/2014 budget was set in February 2013, and amended as part of the period 4 and the period 7 reports. The report reflected the position of the 2013/2014 spend against budget as at Period 9 (as at 31 December 2013).

Resolved:


That Cabinet:

- a) **Note the general budget additions for grants and revenue contributions of £0.352 million as per appendix B and to note the Period 9 position of the Capital Programme in Appendix A; and**
- b) **Note the reprogramming of £16.248 million between 2013/2014 and 2014/2015, and the returning of £0.034 million of budgets no longer required to Central Funding in Appendix A and B.**

Reason for decision:

To advise Cabinet of the position of the 2013/2014 capital programme as at Period 9 (31 December 2013), including highlighting of budget changes.

26 **Arrangements to be put in place following the end of the Department for Education Trial on permanent exclusion and alternative provision**

 Cllr Richard Gamble, Portfolio Holder for schools, skills and youth presented a report to enable the Council to make a decision as to what arrangements should be put in place once the Department for Education Trial on permanent exclusion and alternative provision comes to an end in June 2014.

The background to the trial was outlined. It was noted that the responsibility under S.19 of the Education Act to provide suitable education for permanently excluded pupils would revert to the Council. The issue for the Council was how best to fulfil this responsibility. A number of options were put forward for Cabinet's consideration, namely :

- The Council should end the devolution of funds to schools and return to fulfilling the responsibility itself directly;

- The Council could commission a third party – an existing alternative provider or an academy trust to make the provision on its behalf or
- The council could continue to devolve funding to schools and replace the Power To Innovate with a service level agreement through which secondary schools agree to provide suitable education for those pupils permanently excluded or at risk of permanent exclusion in line with section 19 of the Education Act for a specified period.

The implications of each of these options were outlined to Cabinet.

Resolved:

To continue the present devolution of funding to secondary schools replacing the Power To Innovate Order with a service level agreement under which secondary schools undertake to provide suitable education in accordance with section 19 of the Education Act for those pupils permanently excluded or at risk of permanent exclusion for the period 1 April 2014 to 31 March 2017.

Reasons for decision:

There is evidence that the current system of devolved funding is working effectively. All the secondary schools currently involved in the Trial wish to continue with this arrangement and the one school that did not take part would like now to do so. Any change would cause a considerable degree of turbulence to a very vulnerable group of young people. All other possible alternatives appear to be more expensive and less effective.

27 Urgent Items

There were no urgent items.

(Duration of meeting: 10.30 am - 12.18 pm)

These decisions were published on the 14 February 2014 and will come into force on 24 February 2014

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OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DRAFT MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 5 FEBRUARY 2014 AT COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Christine Crisp, Cllr Stewart Dobson, Cllr Alan Hill, Cllr Jon Hubbard, Cllr Simon Killane (Chairman), Cllr Gordon King, Cllr Jacqui Lay, Cllr Jeff Osborn, Cllr Mark Packard, Cllr Pip Ridout, Cllr John Walsh, Cllr Bridget Wayman and Cllr Roy While (Vice Chairman)

Also Present:

Cllr Glenis Ansell, Cllr Trevor Carbin, Cllr Terry Chivers, Cllr Richard Clewer, Cllr Richard Gamble, Cllr Mike Hewitt, Cllr Magnus Macdonald, Cllr Alan MacRae, Cllr Laura Mayes, Cllr Sheila Parker, Cllr Jane Scott OBE, Cllr Jonathon Seed, Cllr Toby Sturgis, Cllr John Thomson, Cllr Dick Tonge and Cllr Christopher Williams

16 **Apologies**

There were no apologies.

17 **Declarations of Interest**

There were no declarations.

18 **Chairman's Announcements**

The Chairman indicated that he would be taking a couple of urgent items at the end of the meeting in respect of the proposals for scrutinising youth services and parking.

19 **Public Participation**

There were no questions or statements submitted.

20 **Explanation of Procedure**

The Chairman outlined the procedure by which the Financial Update would be presented and scrutinised, as detailed in the agenda papers.

21 **Wiltshire Council's Financial Plan Update 2014/15**

The draft Wiltshire Council Financial Plan Update for 2014/15 was presented by Cabinet Member for Finance, Performance and Risk and the Associate Director of Finance and the, ahead of its submission to Cabinet on 12 February and Full Council on 25 February 2014.

Details of proposed investments and savings were outlined within the context of reductions in the government revenue support grant to the council and the planned freeze on council tax.

The Committee, along with other members in attendance, discussed the presentation as attached to these minutes as Appendix 1, and sought clarification on several issues as well as commenting upon the proposed budget, with full details contained in the report at Appendix 2 to these minutes.

Areas of discussion included the deliverability of proposed savings, the communication of those savings throughout the council's management structure, the reduction in the council's reserves for one year as a result of a technical adjustment, balancing the budget in the face of increased pressures upon vulnerable older person and young person services, and the proposed strategic savings as detailed in the report.

At the conclusion of debate, it was,

Resolved:

- 1) To thank all those who attended the meeting and contributed to discussion and, in doing so, to acknowledge the work done by the officer team in drawing the budget documents together and the challenges faced by the Executive in difficult financial circumstances.**
- 2) To recommend that Council take into account the main points made by the special meeting of the Overview and Scrutiny Management Committee as outlined within the attached report at Appendix 2 when determining the 2014/15 budget.**

22 **Date of Next Meeting**

The date of the next meeting was confirmed as 4 March 2014.

23 **Urgent Items**

1) Car Parking

The Committee considered an invitation from the Cabinet Member for Highways and Streetscene for a member of Scrutiny to participate in the forthcoming Car Parking Review through membership of the Project Board.

The Committee was thankful for the opportunity for there to be non-executive involvement at an early stage, but stressed that the presence of a non-executive member as the project progressed was in addition to the work of the Task Group already established by the Environment Select Committee again done at the invitation of the Cabinet Member.

Resolved:

To delegate to the Chairman and Vice-Chairman to appoint a non-executive member to assist with the Car Parking Review, following consultation with all members for expressions of interest.

2) Youth Services

The Committee considered a recommendation from the Children's Select Committee to set up a task and finish group on the consultative options for Positive Leisure Time Activities for Young People following the decision of Cabinet.

Resolved:

To endorse the set up of the Positive Leisure Time Activities for Young People Task and Finish Group, following consultation with all members for expressions of interest.

(Duration of meeting: 10.35 am - 2.05 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line (01225) 718504, e-mail kieran.elliott@wiltshire.gov.uk

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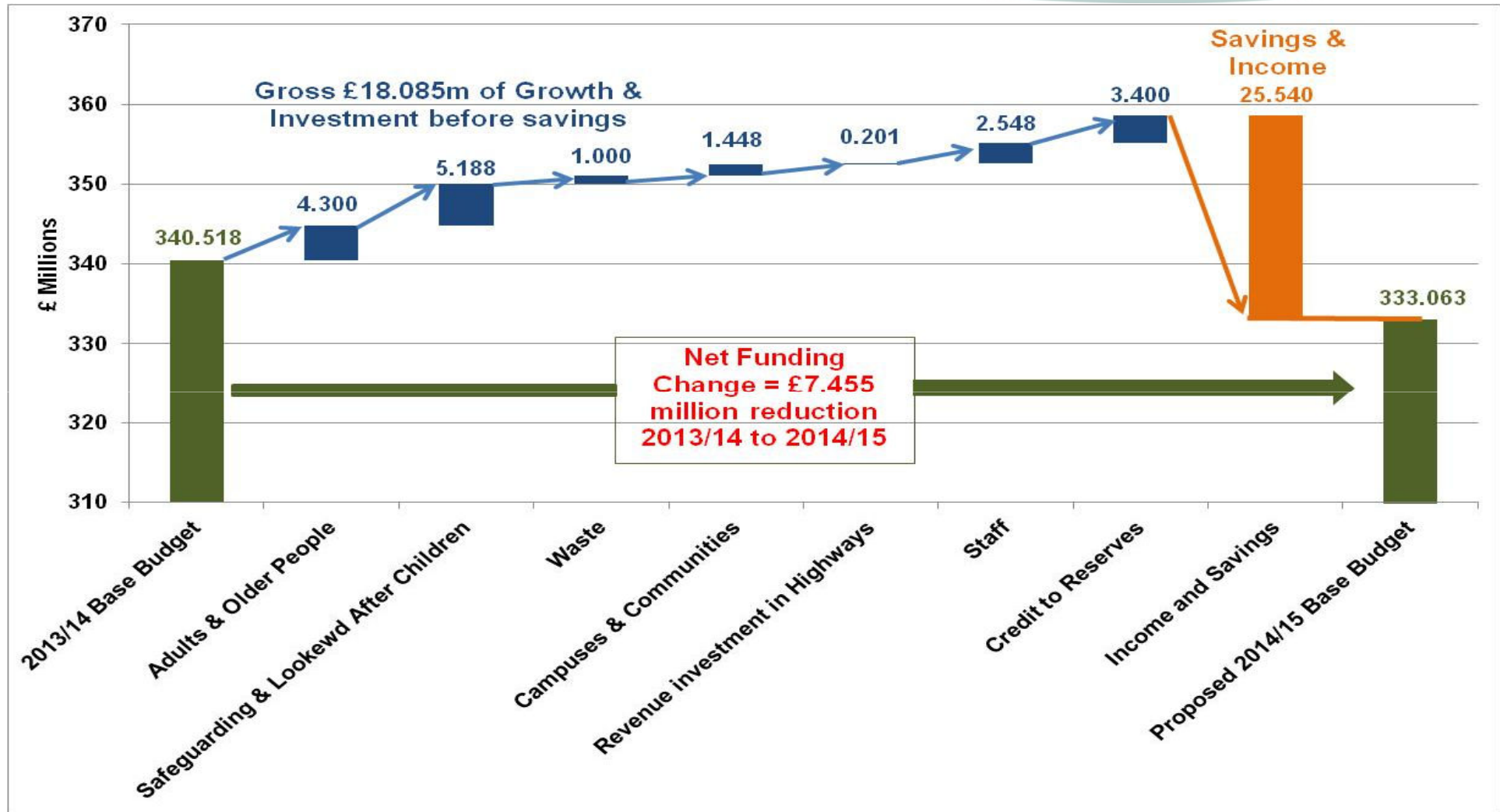


2014/15
Management Overview & Scrutiny

5th February 2014

1. Introduction to appendices flow & Key messages
2. 2013/14 Budget position
3. Government Funding
4. Investment
5. Savings
6. Other budgets – fees, HRA & Capital
7. Reserves
8. Impact on Council Tax

Key Messages

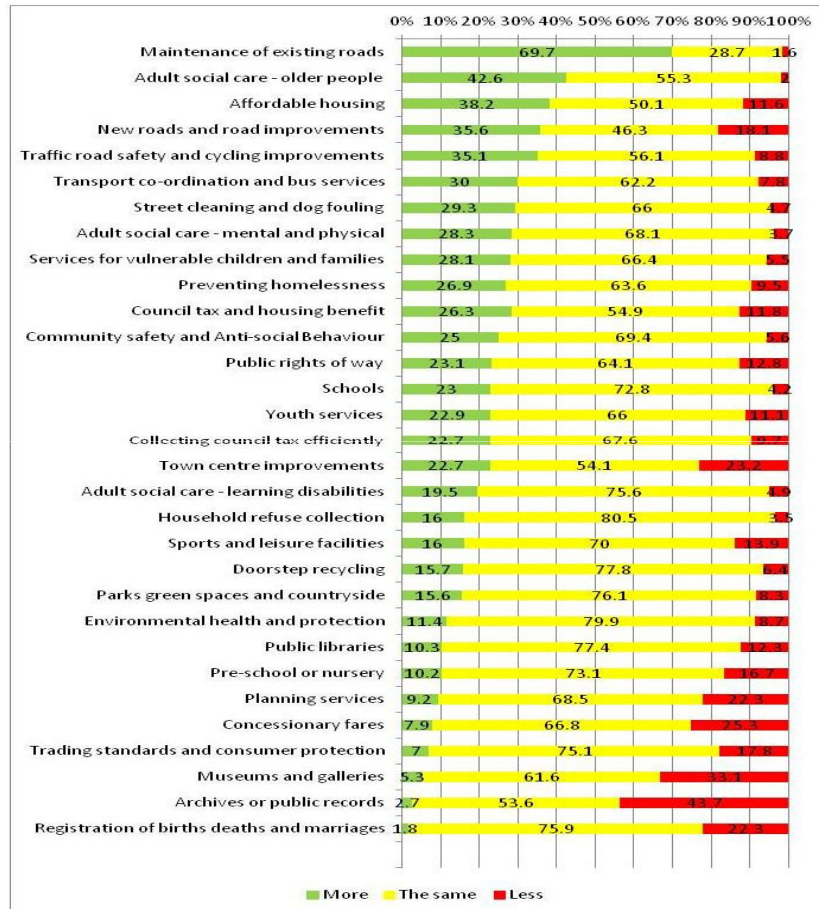


Key messages

- **CT Frozen again** (4th year) AND 2014/15 despite 7.6% reduction in Government Revenue grant (32% overall in 5 years)
- Protection of delivery in vulnerable adults and children
- Investment in highways and waste continues
- On top of ongoing investment already agreed on campuses, housing, economy and broadband
- £142m in capital, campuses progressing and hubs in place
- 1% Pay inflation, incremental freeze lifted and pensions funded
- Savings from reducing non-essential spend and efficiency
- Less posts than planned
- Despite taking out over £90m in last 4 years with minimised impact on performance

Note some changes to reports

Budget Consultation – Section 5



- 1. maintenance of roads -** £29m compared with £21.3million in 2013/14;
- 2. older people and adult social care -** £3.633 million net is proposed to be invested in 2014/15 broadly in line with the original plan
- 3. Housing –** £45 million to be invested in next 4 years

How the budget figures flow down / up - 1

Appendix A

Appendix B

Appendix D

High Level MTFS 4 Year Financial Model	2013-2014 Approved Financial Plan	Changes 2014-2015	Changes 2015-2016	Changes 2016-2017	Changes 2017-2018
	£m	£m	£m	£m	£m
Funding Changes					
Council Tax Requirement	(201.182)	(2.213)	(2.034)	(6.204)	(6.391)
Council Tax Freeze Grant 2013/14	(2.229)	0.000	2.229	0.000	0.000
Council Tax Freeze Grant 2014/15		(2.229)	2.229		
RSG/ Formula Grant	(76.018)	12.800	16.698	3.186	2.963
Rates Retention	(50.573)	(1.517)	(1.563)	(1.610)	(1.658)
Collection Fund	(1.700)	(0.050)	1.000	0.000	0.000
Other Central Grants including Educational Service Grant	(8.816)	2.028	2.036	1.996	1.957
Total Funding Changes	(340.518)	8.819	20.595	(2.632)	(3.129)
Other income changes in Plan					
New Homes Bonus Income changes		(3.217)	1.379	(8.474)	1.841
Fees and charges Income		0.000	(0.173)	(0.176)	(0.177)
Parish Council Local Council Tax Support		(0.800)	(0.400)	(0.300)	(0.198)
Proposed ring fenced grant for funding New responsibilities - Adults		0.000	(0.450)	(2.250)	(2.250)
Total Savings Changes	(3.817)	0.356	(11.200)	(7.784)	(7.784)
Investment per Business Plan and demand/demography					
Priority 1: Highways		0.200	1.500	2.000	2.700
Priority 2: Stimulate economic growth					
Priority 3: Innovative Community led approaches					
Priority 4: Improving attainment and skills of Young Children					
Priority 5: Support the most vulnerable in our society					
Adult Care		2.500	2.500	2.500	2.500
Children & Families		5.188	1.000	1.000	1.000
Priority 6: Investing in council houses					
Priority 7: Military Civil Integration					
Priority 8: Delegate land to Parish & Town Councils					
Priority 9: Create Campus					
Priority 10: Integrate Public Health					
Priority 11: Develop the skill of our workforce and councillors					
Investment carried forward from 2012-2015 Business Plan					
Waste		1.000	0.000	0.000	0.000
Corporate growth					
Staffing - pay		2.548	2.598	3.979	2.731
Inflation - general (not split to services)		0.500	2.000	2.000	2.000
Pension Backfunding		0.000	0.000	0.608	0.669
Additional effect of 2012/13 VR		3.400	(3.400)	0.000	0.000
Capital Financing to fund current capital program, including campuses		0.801	2.725	1.455	1.812
Total Growth Changes	16.137	8.923	13.540	13.412	13.412
TOTAL COST REDUCTION PLAN REQUIRED	21.139	29.874	(0.292)	9.499	9.499
Priority 12: Realign our resources and secure VFM					
Transformation and Innovation		(0.639)	(7.874)	0.000	(9.499)
Do differently and procurement		(10.500)	(11.000)	0.000	0.000
Service Targets (excluding Adults & Children)		(10.000)	(11.000)	0.000	0.000
TOTAL COST REDUCTION PLAN	(21.139)	(29.874)	0.000	(9.499)	(9.499)
DIFFERENCE	0.000	0.000	(0.292)	0.000	0.000

Wiltshire Council Financial Plan 2013-14				
Service Line	Revised 2012-13 Net Base Budget £m	Total Growth £m	Total Savings £m	Net Budget after saving 2013-14 £m
Adult Care Operations	46.350	2.333	(1.275)	46.408
Clearance	8.492	0.627	(0.493)	8.626
Physical Investment	38.710	1.656	(0.024)	40.342
Mental Health	22.131	1.101	(0.777)	22.455
Adult Care Commissioning	2.673	0.017	(0.288)	2.402
Resources, Strategy & Commissioning	3.403	0.208	(0.327)	3.284
Communities, Libraries, Heritage & Arts	4.533	0.037	(0.462)	4.078
Community Leadership & Governance	3.326	0.070	(0.307)	3.089
Strategic Housing	5.642	0.021	(0.640)	5.023
Strategic Housing	19.401	0.054	(1.443)	18.012
Neighbourhood Services	3.326	0.070	(0.400)	2.996
Streets and Street Scene	(6.896)	0.564	(0.058)	(6.390)
Leisure	29.704	2.973	(0.057)	32.620
Children & Families	3.186	0.220	(0.450)	2.956
Children's Social Care	9.070	0.024	(1.655)	7.439
Integrated Youth	3.660	0.044	(1.087)	2.626
Schools & Learning	0.780	0.024	(0.355)	0.449
Early Years	7.461	0.054	(0.392)	7.123
School Improvement	0.000	0.000	0.000	0.000
Business & Commercial Services	2.600	0.520	(0.507)	2.738
Children's Services, Commissioning & Performance	0.000	0.000	0.000	0.000
Commissioning and Performance	0.000	0.000	0.000	0.000
Funding Schools	0.000	0.000	0.000	0.000
Policy, Performance & Partnership	0.288	0.000	(0.038)	0.288
Public Health	5.800	0.400	(1.080)	5.120
Finance	2.199	(0.003)	(0.219)	1.977
Finance, Procurement & Internal Audit	3.854	(0.080)	(0.339)	3.188
Legal & Democratic	7.498	(0.104)	(0.650)	6.652
Legal & Democratic	2.199	(0.003)	(0.219)	1.977
Communications	14.984	0.342	(1.569)	13.657
Communications	4.823	0.168	(0.388)	4.603
IT & Organisational Development	1.580	0.020	(0.165)	1.435
IT & Organisational Development	18.923	1.210	(1.622)	16.111
HR & Organisational Development	3.868	0.000	(0.199)	3.669
Business Services	1.162	0.030	(0.340)	0.852
Business Services	8.203	0.300	(0.865)	7.638
Customer Care & Business Services Finance	11.284	0.342	(0.380)	11.246
Strategic Property Services	8.228	0.212	(0.241)	8.199
Transformation Programme	30.063	2.433	(0.540)	31.946
Transformation Programme	0.208	0.000	(0.034)	0.204
Economy and Regeneration	3.739	0.000	(0.379)	3.359
Economy & Regeneration	0.238	0.000	0.000	0.238
Development Services	0.805	0.000	(0.660)	0.145
Development Services	329.872	16.677	(20.451)	324.498
Development Services	0.007	(0.007)	0.000	(0.000)
Development Services	0.000	0.000	0.000	0.000
Development Services	24.213	0.000	(1.315)	22.898
Development Services	3.250	0.000	(0.250)	3.000
Development Services	0.148	0.000	(0.148)	0.000
Development Services	0.000	0.000	0.000	0.000
Development Services	0.042	0.000	(0.042)	0.000
Development Services	0.250	0.000	(0.250)	0.000
Development Services	0.707	0.000	0.000	0.707
Development Services	7.837	0.220	(0.186)	8.188
Development Services	(3.660)	1.508	0.000	(1.752)
Development Services	0.000	0.000	(4.000)	(4.000)
Development Services	0.000	0.000	(1.000)	(1.000)
Development Services	0.000	0.000	(0.250)	(0.250)
Corporate Investment & Costs	39.744	2.227	(7.200)	37.788
Parish Council Local Council Tax Support	0.000	1.498	0.000	1.498
New Homes Bonus	(6.686)	(6.007)	0.000	(12.693)
Early Intervention Grant	(16.078)	16.078	0.000	0.000
Learning Disability Grant	(6.423)	8.423	0.000	2.000
NHS Funding for social care	(4.651)	(1.000)	0.000	(5.651)
Benefit Admin	0.000	0.000	0.000	0.000
Local Budget Savings	(1.723)	3.723	0.000	2.000
Unfunded Specific Grants	(36.411)	(36.411)	0.000	(11.746)
Councils Budget Requirement	328.655	41.819	(27.650)	340.518
Funding	(251.270)	20.088	(20.088)	(201.182)
Council Tax Requirement	(201.182)	0.000	0.000	(201.182)
Council Tax Freeze Grant 2013-14	(2.229)	0.000	0.000	(2,229)
Council Tax Freeze Grant 2014-15	(6.479)	0.000	0.000	(6,479)
Council Tax Freeze Grant 2015-16	(2,229)	0.000	0.000	(2,229)
RSG/ Formula Grant	(92,732)	16,714	0.000	(76,018)
Rates Retention	(50,573)	(1,517)	0.000	(52,090)
Collection Fund	(1,899)	0.000	0.000	(1,899)
Unallocated New Homes Bonus	0.000	0.000	(4,400)	(4,400)
Returned LACSEG	0.000	(6,991)	0.000	(6,991)
Returned Damages	0.000	(1,399)	0.000	(1,399)
Total Funding	(328.655)	(13.863)	(13.863)	(340.518)
GAP (Funding v Budget Requirement)	0.000	0.000	0.000	0.000

BUDGET BOOK 2013-2014			
SERVICE DIRECTOR:	Julia Cramp		
SERVICE:	Commissioning & Performance		
	2013-14 (£m)	2013-14 (£m)	
2012/2013 Revised		2.809	
Growth			
Pay Inflation	0.026		
Redundancy costs in schools - no longer funded from DSG following school funding reform and associated changes in regulations	0.500		
Total Growth		0.526	
Savings			
Service restructure and review of activity expenditure	(0.297)		
Utilise Trouble Families Grant funding to support Families First Service	(0.300)		
Total Savings		(0.597)	
2013/2014 Base Budget		2.738	

How the budget figures flow down / up - 2

Appendix A

<i>High Level MTFs 4 Year Financial Model</i>	2013-2014 Approved Financial Plan	Changes 2014-2015	Changes 2015-2016	Changes 2016-2017	Changes 2017-2018
	£m	£m	£m	£m	£m
Total Funding Changes	(340.518)	7.455	20.595	(2.632)	(3.129)
Total Savings Changes		(5.683)	0.356	(11.200)	(0.784)
Total Growth Changes		18.085	8.923	13.540	13.412
TOTAL COST REDUCTION PLAN REQUIRED		19.857	29.874	(0.292)	9.499
Priority 12 Realign our resources and secure VFM		(19.857)	(29.874)	0.000	(9.499)
TOTAL COST REDUCTION PLAN		(19.857)	(29.874)	0.000	(9.499)
DIFFERENCE		0.000	0.000	(0.292)	0.000

Appendix B

Service Line	Revised 2013-14 Net Base Budget	Growth & Investment	Pay increase	Total Growth	Service Savings / Income	Corporate allocated targets	to be allocated targets	Total Savings / Income	Net Budget after saving 2014-15
	£m	£m	£m	£m	£m	£m	£m	£m	£m
Councils Net Spend on Services	318.231	11.136	2.516	13.652	(12.491)	(4.512)	0.000	(17.003)	314.880
Corporate Investment & Costs	34.033	4.401	0.032	4.433	(3.729)	4.512	(3.637)	(2.854)	35.612
Un-ringfenced Specific Grants	(11.746)	0.000	0.000	0.000	0.000	(5.683)	0.000	(5.683)	(17.429)
Councils Budget Requirement	340.518	15.537	2.548	18.085	(16.220)	(5.683)	(3.637)	(25.540)	333.063
Funding	Funding 2013/2014							Funding Movement	Funding 2014/2015
Council Tax Requirement	(201.182)							(3.373)	(204.555)
Council Tax Freeze Grant 2013-14	(2.229)							0.011	(2.218)
Council Tax Freeze Grant 2014-15	0.000							(2.218)	(2.218)
RSG/ Formula Grant	(76.018)							12.780	(63.238)
Rates Retention	(50.573)							(0.984)	(51.557)
Collection Fund	(1.700)							(1.266)	(2.966)
Business Rates Grant	0.000							(0.500)	(0.500)
Unused New Homes Bonus/ NHB top slice	(0.430)							(0.327)	(0.757)
Educational Support Grant	(6.991)							1.937	(5.054)
Returned Damping	(1.395)							1.395	0.000
Total Funding	(340.518)							7.455	(333.063)
GAP (Funding v Budget Requirement)									0.000

How the budget figures flow down / up - 3

Appendix 1B

Wiltshire Council Financial Plan 2014-15

Service Line	Revised 2013-14 Net Base Budget	Growth & Investment	Pay increase	Total Growth	Service Savings / Income	Corporate allocated targets	To be allocated targets	Total Savings / Income	Net Budget after saving 2014-15
	£m	£m	£m	£m	£m	£m	£m	£m	£m
Waste	31.840	1.000	0.118	1.118	(0.750)	(0.230)		(0.980)	31.978
Finance, Revenues & Benefits & Pensions	3.980	0.148	0.144	0.292	(1.050)	(0.044)		(1.094)	3.178
Councils Net Spend on Services	318.231	11.136	2.516	13.652	(12.491)	(4.512)	0.000	(17.003)	314.880
Corporate Investment & Costs	34.033	4.401	0.032	4.433	(3.729)	4.512	(3.637)	(2.854)	35.612
Un-ringfenced Specific Grants	(11.746)	0.000	0.000	0.000	0.000	(5.683)	0.000	(5.683)	(17.429)
Councils Budget Requirement	340.518	15.537	2.548	18.085	(16.220)	(5.683)	(3.637)	(25.540)	333.063

ASSOCIATE DIRECTOR: SERVICE AREA: SERVICE:	Revised 2013-14 (£m)	Growth & Investment (£m)	Savings & Efficiencies (£m)	Corporate Savings Allocated (£m)	Proposed 2014-15 (£m)
Tracy Carter Environment & Leisure Waste					
Employees	6.266	0.118	(0.500)	(0.113)	5.771
Premises	0.068				0.068
Transport	0.044			(0.009)	0.035
Supplies and Services	0.333			(0.108)	0.225
Contract Payments / Third Party	28.729	1.000			29.729
Transfer Payments and recharges	0.000				0.000
Gross Expenditure	35.440	1.118	(0.500)	(0.230)	35.828
Gross Income	(3.600)		(0.250)		(3.850)
Gross Income	(3.600)	0.000	(0.250)	0.000	(3.850)
2014-2015 Net Base Budget	31.840	1.118	(0.750)	(0.230)	31.978
Breakdown of Growth					
Pay award and growth	0.118				0.118
General Waste Growth	1.000				1.000
Total Growth		1.118			
Breakdown of Savings					
Routing and other review reported to cabinet December 2013	(0.500)				(0.500)
Commercial / Trade Waste review and increase in charges	(0.250)				(0.250)
Total Savings			(0.750)		
Breakdown of Corporate Savings Allocated					
Reduce transport mileage	(0.009)				(0.009)
Reduce agency & consultants expenditure	(0.082)				(0.082)
Corporate Savings Target	(0.100)				(0.100)
Other Corporate Savings	(0.039)				(0.039)
Total Breakdown of Corporate Savings Allocated			(0.230)		

Note minor word changes

Appendix 1D

Detail of savings and growth

Section 3

Period 9 going to February Cabinet:

- Projecting £0.449million net overspend with no action
- Largely due to additional spend in Children + corporate items; offset by underspends
- Further actions – vacancies, consultants, bad debts, etc...
- **Project - balanced**

Latest funding 2013/14 – Have we accounted for everything?

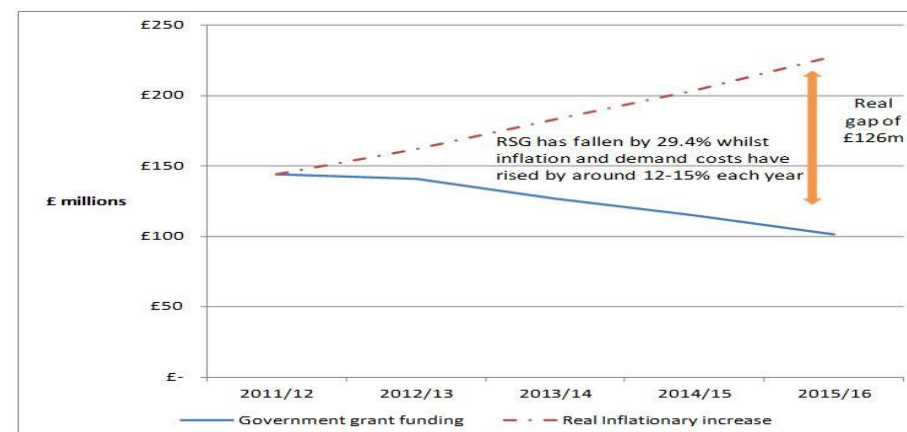
	2013/14 £m	2014/15 £m	2015/16 £m	13/14 Change £m	14/15 Change £m
SFA (including 2013/14 Council Tax Freeze Grant but excluding 2014/15)	76.018	65.456	48.622	-10.562	-16.834
Business Rates Retention Scheme	50.573	51.557	52.980	+0.984	+ 1.423
Total	126.591	117.013	101.602	-9.578	-15.411

Section 6

2013/14 to 2014/15 = 7.6% reduction in RSG

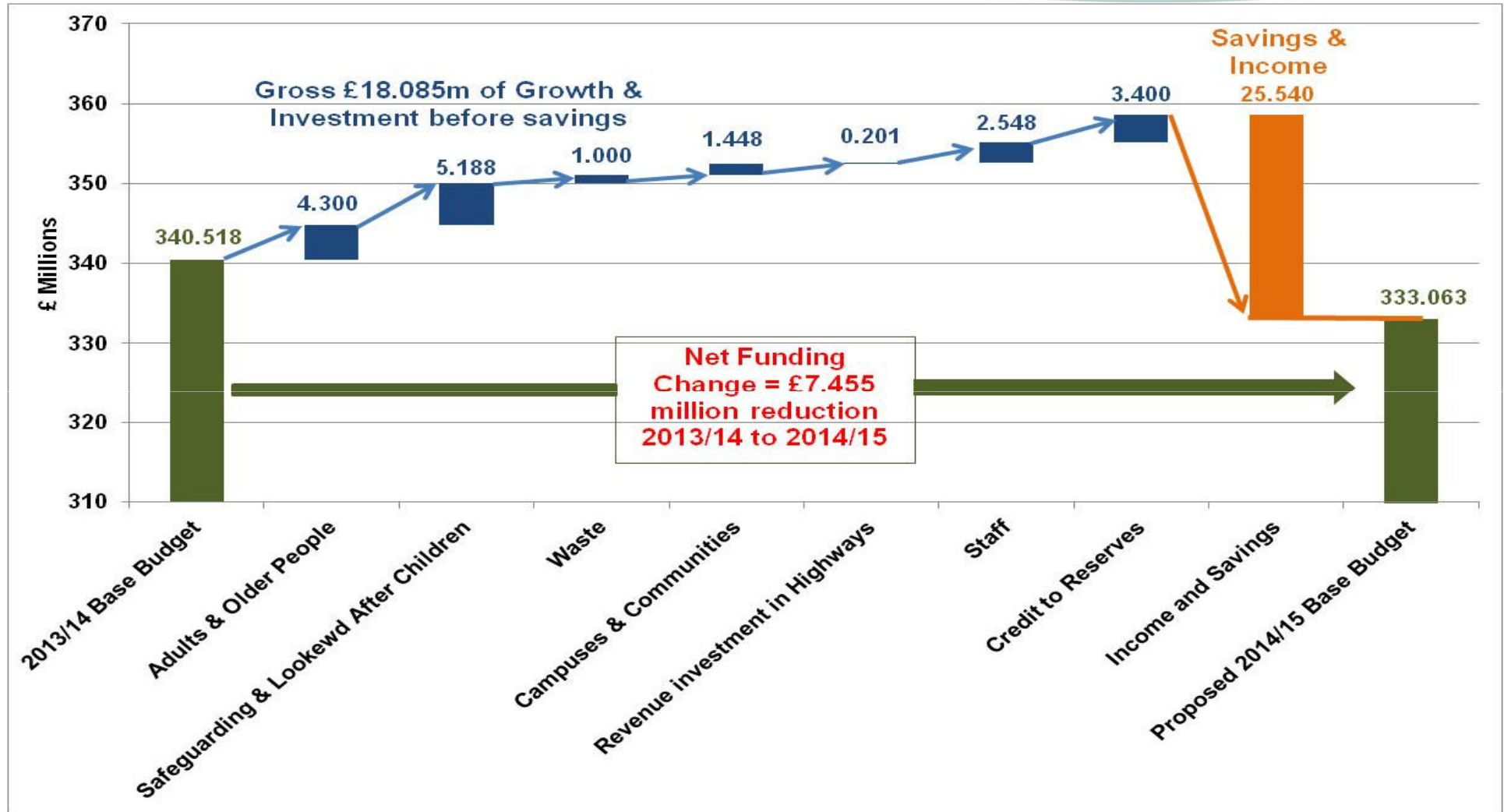
2014/15 to 2015/16 = 13.2% reduction in RSG

2013/14 to 2015/16 = 19.7% reduction in RSG



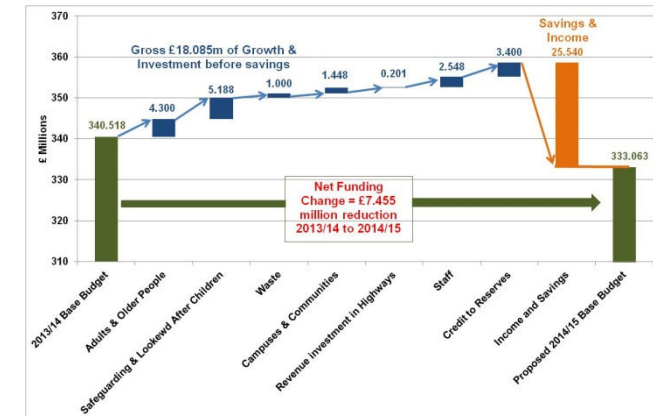
<http://www.local.communities.gov.uk/finance/1415/settle.htm>

Investments – Sections 4 & 7



Investments – Is it too much / sufficient?

2014/15	Original Plan February 2013 £m	Proposals £m	Difference £m
Investing in our communities and priority services	2.000	2.501	0.501
Protecting vulnerable people	9.454	9.488	0.034
Funding inflation and cost pressures	22.396	6.096	-16.300
Total	33.850	18.085	-15.765



Protecting vulnerable people - £9.5 million gross investment / £5.1million net

- Vulnerable children: £5.188 million gross / £1.994 million net; and
- Vulnerable adults and older people: £4.300 million gross / £3.633 million net, including £1.8 million Health monies

Sections 4 & 7, and Appendix 2

Investment in staff - £2.548 million

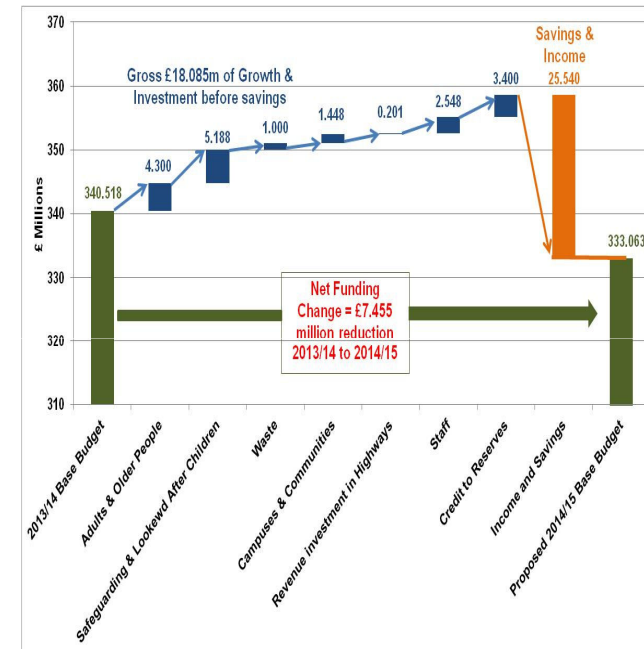
Savings – Section 9 & Appendix 1C &1D:

Are these deliverable? Does it affect performance and outcomes?

Description	£ million
Grants income	5.683
Service decisions (per full list at Appendix 1D)	9.238
Decisions already made / out to consultation	0.941
Strategic decisions (see below & Appendix 1C)	2.912
Corporate targets allocated	3.229
Corporate targets being allocated	3.537
Total	25.540

Budget book for details

Strategic Savings		£m
1	Review and increase of Commercial / Trade Waste in charges	0.250
2	Reduction in non efficient bus routes	0.176
3	Review application of spare seat policy and comply with existing policy	0.150
4	Review of discretionary and non statutory educational transport to and from schools and colleges	0.200
5	Further reviews alternative bus concessions	0.039
6	Efficiencies from better use and procurement of taxis	0.100
7	Free travel for OAP and disabled bus pass holders after 0930	0.180
8	Bring Family Information Services in-house	0.120
9	Use of earmarked reserves	0.200
10	Transfer Salisbury CCTV to partners	0.025
11	Income (paragraphs 8.1 to 8.4 of this report)	0.636
12	Highways 4.5% contract management and efficiencies	0.761
13	Area Boards fund local Speed Indication Devices	0.075
Total		2.912



Savings – what are the strategic changes?

Appendix 1C

Strategic savings

Saving	Comments	£m
1. Review and increase of Commercial / Trade Waste in charges	Due to the rural nature and level of competition in parts of the County the Council provides a larger proportion of trade waste collection. At present this service is subsidised by around £0.5 million. This option proposes increasing fees and seeking options for alternative provision.	0.250
2. Reduction in non efficient bus routes	The Council's Transport team regularly review the usage of bus routes and it is proposed that certain routes are withdrawn based on the levels of usage.	0.176
3. Review application of spare seat policy and comply with existing policy	The Council's policy is that it will not fund transport for children who attend a school other than their local designated establishment through parental choice. However, where spare capacity is available on council-funded transport, non-eligible children are allowed to travel on payment of a fare or a spare seat charge. It is proposed that where a saving could be made by re-planning the transport without the non-eligible children, the policy be enforced and capacity managed to deliver this saving.	0.150

Other budgets – Section 8 and Appendices 1F, 1G & 1H

Capital Programme, page 1 of 2

Appendix 1F –

Capital Programme budget workings 2014/2015 to 2017/2018 including f						
Scheme name	Capital Programme budgets					Grant Contrit
	Current Budget 2014/2015	Current Budget 2015/2016	Current Budget 2016/2017	Current Budget 2017/2018	Total	
	£m	£m	£m	£m	£m	
Education schemes						
Additional Accommodation	8.991	5.430	5.701	5.701	25.823	20.1
NDS Maintenance & Modernisation	10.158	3.500	3.100	2.800	19.558	19.1
Devolved Formula Capital	0.921	0.800	0.750	0.700	3.171	3.1
NEW Universal infant free school meals capital 2014-15	0.786	0.000	0.000	0.000	0.786	0.7
Access and Inclusion	0.100	0.100	0.100	0.100	0.400	0.0
DCSF Targeted Capital 14-19 SEN	0.647	0.000	0.000	0.000	0.647	0.0
Other Projects New Schools	2.384	0.000	0.000	0.000	2.384	0.0
Total Education schemes	23.987	9.830	9.651	9.301	52.769	44.0
Highways schemes						
Integrated Transport	4.002	3.752	3.752	3.752	15.258	15.1
Bridges	3.000	3.000	3.000	3.000	12.000	12.1
Structural Maintenance Grant Funded	10.519	9.262	9.262	9.262	38.305	38.1
Additional Borrowing required to take total Structural Maintenance to £21m	10.481	11.738	11.738	11.738	45.695	0.0
Highway flooding prevention and Land Drainage schemes	0.500	0.500	0.500	0.500	2.000	0.0
Street lighting	0.500	0.000	0.000	0.000	0.500	0.0
Total Highways schemes	29.002	28.252	28.252	28.252	113.758	65.0
Campus and Operational Delivery (CAOD) schemes						
Depot Strategy	5.000	0.000	0.000	0.000	5.000	0.0
Campus Initial 3 sites	21.994	8.135	0.000	0.000	30.129	0.0
Campus New 4 sites	13.820	7.925	2.600	0.000	24.345	0.4
Total CAOD schemes	40.814	16.060	2.600	0.000	59.474	0.4
Other Property schemes						
Buildings Planned Maintenance (non CAOD)	2.500	2.500	2.500	2.500	10.000	0.0
Total Other Property schemes	2.500	2.500	2.500	2.500	10.000	0.0

DOG WARDEN			
Service Area	Environment Services		
Associate Director	Tracy Carter		
All Dog Warden Fees are Discretionary			
Dog Warden / Animal Welfare			
Income Type	2013/2014 Financial Year	2014/2015 Financial Year	% Increase
Collection & Admin Fee	£35.00	£36.00	2.86%
Daily Kennel Fee	£12.50	£15.00	20.00%
Dog microchipping	£18.00	£20.00	11.11%
Rehome stray dog to new owner	£32.00	£35.00	9.38%
Performing Animals Licence	£50.00	£50.00	0.00%

2012/2013	2013/2014	2014/2015
Actual Outturn	Revised Budget	Proposed Budget
£	£	£
	HRA Expenditure	
281,070	250,000	250,000
14,382,179	13,986,000	13,986,000
4,155,832	5,842,970	5,559,470
392,090	422,830	422,830
3,607,703	3,066,928	3,281,928
22,818,874	23,568,728	23,500,228
	Housing Income	
(140,880)	(140,000)	(140,000)
(23,074,940)	(24,060,000)	(24,682,600)
(23,215,820)	(24,200,000)	(24,822,600)
(396,946)	(631,272)	(1,322,372)
	Total Housing Revenue Account	

Reserves – Section 11 and Appendix 3

	31 st March			
	2013 £ million	2014 £ million	2015 £ million	2016 £ million
Opening General Fund Reserve	14.1	12.6	7.8	11.2
Contribution to / (from) general fund reserves	1.5	0.0	3.4	2.5
Contribution (to) / from earmarked reserves from General Fund	(0)	(4.8)	0.0	1.0
Closing General Fund Reserve	12.6	7.8	11.2	14.7

	31 st March			
	2013 £ million	2014 £ million	2015 £ million	2016 £ million
General Fund Reserve risk assessment	10.0	9.1	9.1	14.3
Current Projections (see para 11.6)	12.6	7.8	11.2	14.7
Reserves sufficient	✓	See paragraph 11.2 for more detail	✓	✓

Key risks in reserve assessment:

- Corporate savings
- Children's Safeguarding
- Future years Better Care Fund

General Fund Reserve Risk Assessment

No.	Year	Risk Event	Risk %		Potential Net Financial Impact £000	Reserve Requirement			
			Low = 0% - 25%	Medium = 26% - 50%		2014-15 £000	2014-15 £000	2015-16 £000	2016-17 £000
1	2013-14	Potential use of reserves in previous year based on this risk assessment	Low	0%	-	-	-	-	-
	2014-15		Low	0%	-	-	-	-	
	2015-16		Low	5%	2,000	-	-	100	-
	2016-17		Low	5%	2,000	-	-	-	100

Appendix 3

Appendix 3

Council Tax setting – Section 10

	<u>£m</u>	<u>£m</u>
2012/13 Revised Base Budget		340.518
Plus		
<i>Investment built into initial medium term financial plan</i>		
- Gross demand and inflation (paras 7.1)	18.085	
Additional spending requirements		<u>358.603</u>
Less		
<i>Savings & Income (as set out at Section 9):</i>		
		(25.540)
Net budget requirement		333.063
Financed by		
• SFA (paragraphs 6.3 to 6.6) and 2014/15 Council Tax Freeze Grant		(67.674)
• Business Rates Retention (paragraphs 6.3 to 6.6)		(51.557)
• Other Central Grants (e.g. ESG)		(6.311)
• Collection Fund		(2.966)
Amount to be found from the Collection fund through Council Tax		(204.555)

10.8 The Council has agreed that the average Band D tax base of 167,344.47 for 2014/15 ([Link](#)). Given the calculated draw on the Collection Fund, as identified in section 10.1 of this report, to deliver a balanced budget, after assuming a £2.966 million contribution from the Collection Fund surplus is a net £204.555 million, The Band D Council Tax proposed for 2014/15 is thus frozen and is again £1,222.43 (£204.555 million divided by 167,344.47 tax base).

Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
£	£	£	£	£	£	£	£
814.95	950.78	1,086.60	1,222.43	1,494.08	1,765.73	2,037.38	2,444.86

Next Steps

- Cabinet 11th February 2014
- Final Settlement Announced ?Today?
- Precepts from Fire, Police and Parishes announced in between now & Council
- Council 25th February 2014

Wiltshire Council

**Cabinet
11 February 2014**

**Council
25 February 2014**

Special Meeting of the Overview and Scrutiny Management Committee

Report on the Draft 2014-15 Budget

Purpose of report

To feed back to Cabinet and Full Council a summary of the main issues discussed at the special meeting of the Overview & Scrutiny Management Committee held on 5 February 2014.

Background

1. This special meeting of the Overview and Scrutiny Management Committee provided an opportunity for non-executive councillors to question the Cabinet Member for Finance and the Associate Director for Finance on the draft 2014/15 budget before it is considered at Cabinet on 11 February 2014 and Full Council on 25 February 2014.
2. The Associate Director of Finance and the Cabinet member for Finance gave a presentation covering the key components and influences on setting this year's budget, under the themes below:
 1. Introduction to appendices flow & Key messages
 2. 2013/14 Budget position
 3. Government Funding
 4. Investment
 5. Savings
 6. Other budgets – fees, HRA & Capital
 7. Reserves
 8. Impact on Council Tax

The key messages were as follows:

- CT Frozen again (4th year) and 2014/15 despite 7.6% reduction in Government Revenue grant (32% overall in 5 years)

- Protection of delivery in vulnerable adults and children
- Investment in highways and waste continues
- On top of ongoing investment already agreed on campuses, housing, economy and broadband
- £142m in capital, campuses progressing and hubs in place
- 1% Pay inflation, incremental freeze lifted and pensions funded
- Savings from reducing non-essential spend and efficiency
- Less posts than planned as not filling vacancies
- Despite taking out over £90m in last 4 years with minimised impact on performance

Main issues raised during questioning and debate

1. The Committee acknowledged that 2014/15 was a particularly challenging budget demonstrated by the level of the savings required as detailed in the budget book, with the main concern being that there was little room for flexibility.
2. It was noted that it was projected that the 2013/14 budget would balance at year end despite current continuing overspends in some services. This would be down to the success of recovery plans and underspending in other areas.
3. It was highlighted that there was a lack of focus on risk in the presentation but the Committee was assured that risks have been properly accounted for by the appropriate professionals and adequately catered for in the budget.
4. It was noted that transport was one of the Council's largest expenditures hence the focus of the strategic savings being on this area.
5. It was confirmed that as a Council we do get value from recyclables and that this is reviewed to maximise savings. The Environment Select Committee was aware of this issue and would be looking to investigate it further to incorporate a reward principle into the new waste contract from 2016.
6. The involvement of Area Boards in promoting more effective public consultation on setting the budget should be better utilised, potentially with a dedicated session. It was reported that last year turnout was disappointing at the consultative road shows. This year events have been directed at particular demographic groups. The Committee recognised that by whichever means chosen, that relaying the key messages of the budget to the public required refinement, although doing something meaningful within the timescales set was challenging. It was confirmed that Communications would be producing a summary document for public consumption following Council.
7. The potential influence that campus development could exert within the local economy was felt to be significant and should be fully exploited under Action 2. However it was recognised that contract regulations required fair competition but the nature of the work involved would naturally benefit local suppliers and employment. It was reported that improved controls and challenge are to be put into place within the procurement process to help in such matters.

8. It was confirmed that the pressure points identified in the Report are predominantly due to an increase in demand on the services involved due to the change in demographic, these being Adult Social Care and Children's Services. The Committee accepted the premise of the investments outlined in these areas and that priorities are being set in line with the Business Plan.
9. Clarification was sought in relation to the monies in Action 3 and the role that Area Boards would have to influence other spend beyond the continuing grant. For town and parish councils, despite the grant to offset the consequences of the Council Tax Reductions (CTR which has had the effect of reducing the Council Tax Base) not being ring-fenced by Government, would still be passported to town and parish councils as agreed by Cabinet on 21st November 2013.
10. Action 5 - The Better Care Plan had been drafted and will be ready for release shortly following approval by the Health and Well-Being Board. The funding for which will be drawn from the acute hospitals in the form of top slicing 3% from their budgets to streamline services and form a centralised system aimed at providing more community care. The Health Scrutiny Select Committee would be involved in monitoring delivery.
11. Item 4 of the strategic savings was confirmed to be aimed at subsidised transport and did not constitute a decision to withdraw funding but rather to seek joint funding via the Further Education establishments, with no loss to the service. It was noted that no impact assessment has been completed on this as yet and that Scrutiny should be a part of this process.
12. The detail of Item 13 should be considered by the Highways and Street Scene (BBLP) Task Group.
13. The Voluntary Redundancy scheme yielded more volunteers than anticipated and therefore resulted in higher initial costs to the Council. The shortfall was funded by monies borrowed from reserves and replaced by the additional savings that were accumulated after the one-off payments were made. This resulted in the 'technical' draw down best described as a cash flow issue. Certain costs have also been capitalised under a scheme offered by Government.
14. The work of the Committee's Financial Planning Task Group included early discussion on aligning budget, performance, risk and service planning which would continue through 2014/15. It was anticipated this would enhance its monitoring role and make an overall contribution to reviewing the strategic delivery of the Council's 4-year Business Plan.

Conclusion

1. To thank all those who attended the meeting and contributed to discussion and, in doing so, to acknowledge the work done by the officer team in drawing the budget documents together and the challenges faced by the Executive in difficult financial circumstances.

2. Cabinet and Full Council are asked to take this summary of the issues raised at the special scrutiny meeting into account when finalising the budget and council tax for 2014/15.

Cllr Simon Killane
Chairman –Overview & Scrutiny Management Committee

Report Author: Emma Dove, Scrutiny Officer, 01225 718071 or emma.dove@wiltshire.gov.uk.

CHILDREN'S SELECT COMMITTEE

DRAFT MINUTES OF THE CHILDREN'S SELECT COMMITTEE MEETING HELD ON 28 JANUARY 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Mary Champion, Cllr Sue Evans, Cllr Jon Hubbard (Chairman), Cllr Chris Hurst, Cllr Simon Jacobs, Cllr Jacqui Lay (Vice Chairman), Cllr Bill Moss, Cllr Helen Osborn, Cllr Sheila Parker, Cllr Ricky Rogers and Cllr Philip Whalley

Also Present:

Mr Ken Brough, Cllr Richard Gamble, Mr John Hawkins, Kaylum House, Rev Alice Kemp, Cllr Laura Mayes and Dr Mike Thompson

1 Apologies

Apologies for the meeting were received from Cllr Mary Douglas.

2 Minutes of the Previous Meeting

The minutes of the previous meeting held 3 December 2013 were presented to the Committee and subject to an amendment to minute item 112, it was;

Resolved:

To approve the Minutes of the meeting held 3 December 2013 as a true and accurate record.

3 Declarations of Interest

There were no declarations of interest to note at the meeting.

4 Chairman's Announcements

The Chairman made the following announcements:

Parent Governor Representatives

On 3 December the Committee asked the Cabinet Member for Children's Services to co-sign a letter with the Chairman requesting that central government amends the Parent Governor Representatives Regulations 2001. The regulations only allowed parent governors from maintained schools to be appointed as parent governor representatives on overview and scrutiny

committees. This had caused difficulty appointing a secondary parent governor rep to the Children's Select Committee, as most secondary schools are now operating as academies or free schools. Since the December meeting, the Chairman and the Cabinet Member both signed the letter and it was confirmed that it had now been sent to the Secretary of State for Education.

Church of England diocesan representative

The Chairman confirmed that Officers had made contact with the Bristol Church of England diocese and it was confirmed that Lynne Swainston had been appointed as the new Church of England diocesan representative to this Committee, and would take her seat at the next Committee in March.

5 Public Participation

No questions had been received from members of the public.

6 Further Education in Salisbury Task Group - 18 month review of progress

The Chairman introduced the item and reminded members that the item had been included on the agenda for previous Committee in December 2013. The Committee deferred the item to allow additional time to consider the draft report and its recommendations.

Dr Mike Thomson, Chairman of the Task Group, outlined the findings of the follow up from the Task Group's final report. It was noted that some comments provided by the Wessex Partnership were received too late for members to consider them as part of the report. The following comments were therefore made to the Committee:

- Grammar schools have a large scale and highly successful collaboration in place, providing a very broad Level 3 curriculum, catering for approximately 700 students. The curriculum offer and student performance, results in a considerable net influx of post 16 students to the Salisbury Area from other parts of Wiltshire and from other counties too.

- Cross partner working exists across Grammar Schools which already provide Careers and HE Fairs to which all local post-16 providers are invited to attend for both KS4 and KS5 students, including an Oxbridge Evening, periodic lectures and workshop events. Wiltshire College also provides HE Fairs to promote HE options.

- Avon Valley College and The Stonehenge School had agreed a vision for a collaborative sixth form in the Salisbury Plain area for the young people of Amesbury and Durrington and the neighbouring communities. The two schools agreed that a proposed collaborative Sixth Form Centre would enable more Avon Valley College students to stay on and would also encourage students from The Stonehenge School to access their local provision. The schools noted

that the population of the local area would increase significantly in the coming years due to local developments.

- Due to the planned significant military influx, greater pressure will be placed on local providers to deliver post-16 provision. The aforementioned joint venture between AVC and Stonehenge will be difficult to achieve without major capital investment. Schools (and in particular 11-16 schools) find it difficult to maintain accurate, up-to-date data regarding post-16 students and would benefit from a formalised mechanism for returning data to us that ensure its detail and accuracy.

- Wiltshire College reported that every year they contract an external company to survey new students regarding the route they followed to the College. Many of the students report poor experiences of Independent Advice and Guidance (IAG), with the Apprenticeship route being particularly neglected in the guidance students have received. The College suggested that, in this light, the take-up of Apprenticeships in the south of the county as compared with the national average deserves investigation.

The Committee discussed the comments that had been made by Schools, focussing in particular on the number of students that commute to out of county providers for post 16 provisions. The Committee discussed how providers could innovate and work together to ensure the breadth and range of provisions available across the region. The Committee discussed information sharing exercises with independent schools to identify best practice arrangements. The Committee then discussed the payment of travel expenses to those students who travel out of/ into county. It was confirmed that a 16-19 bursary, was available to support young people who travel to receive their provision.

The Committee discussed curriculum planning arrangements and it was noted that a recent OFSTED inspection had found this area to be lacking across the county, with regard to the necessary independent advice that young people require.

Resolved:

- 1. To refer the following recommendations to the Cabinet Member for Children's Services:**
 - a. Wiltshire Council to produce a statement detailing its specific responsibilities as a school sponsor, as opposed its general educational responsibilities as a local authority.**
 - b. The local authority work with Avon Valley College and The Stonehenge School to develop joint local post-16 provision.**
 - c. Because the disparity in funding received by Wiltshire and Hampshire for post-16 education remains, the Cabinet Member for**

Children's Services and Chairman of the Children's Select Committee to write a joint letter to the Secretary of State for Education and the Secretary of State for Skills and Lifelong Learning to draw attention to, and request a review of this situation.

- 2. That the Children's Select Committee explore the role of the local authority in helping providers to coordinate their post-16 marketing, Independent Advice and Guidance (IAG), and curriculum planning and delivery.**
- 3. To receive an Officer report at the first meeting of the Children's Select Committee in 2015, to update against the original objectives of the Task Group and recommendations 1 a-c (above).**

7 Multi Agency Safeguarding Hub (MASH)

Terence Herbert (Associate Director - Children's Social Care, Integrated Youth and Preventative Services, 0-25 SEN/Disability Service) was in attendance to discuss the MASH. The MASH had arisen as a result of serious case reviews and recommendations from the Munro Review in 2010. The role of the MASH is to co-ordinate a multi agency approach to safeguarding events, allowing the team to consult a far greater number of agencies in a far shorter time period. The result of this has seen a change in the way that safeguarding incidents are coordinated and handled. The MASH acts as a central point of contact for social care, police and health, and has revolutionised how the agencies interact and share information. The MASH plans to incorporate selected other agencies including educational services, to develop the information sharing arrangements that are currently in place. Terence Herbert commented on the effectiveness of the co-location and spoke of the benefits this has with regard to information sharing between agencies.

The Committee questioned the legal and governance practices within MASH, with particular a focus on information sharing arrangements. It was confirmed that as a Tier 3 (county wide) agency, the MASH operates in line with information sharing protocols governing the sharing of sensitive information. It was clarified that previous arguments surrounding data protection had incorrectly prevented this practice, and that this had now been overcome.

The Committee discussed the funding arrangements, with particular focus on the contributions from the Community Health Centre. It was confirmed that the contributions from the CHC were representative of the level of resources that are provided at the MASH by the CHC. The Committee also focussed on the sustainability of the MASH, with its long term future scrutinised. It was confirmed that whilst the MASH was operating within budget, like many funded other agencies, it may not be entirely resistant to cost saving measures in future. Terence Herbert discussed the potential hidden savings that the MASH may provide, but reaffirmed that the primary focus of the MASH was not that of

a cost saving exercise, but to provide a critical front line service to 'at risk' individuals.

The Committee voiced concern at the level of engagement from the health service and the representation of the youth service also. It was confirmed that the problems with the health service were previously cultural and procedural difficulties, but that the new arrangements within the MASH were providing an innovative approach to information sharing between the health service and other agencies. It was stated that the MASH were also expecting an enhanced presence for early intervention within the MASH from April 2014. At the end of the discussion it was;

Resolved:

To make the following recommendation to cabinet:

- 1. To congratulate those involved in the implementation of a Wiltshire Multi Agency Safeguarding Hub (MASH) on the positive progress so far, reflecting the priority given to safeguarding across the Council, the Police, the Clinical Commissioning Group (CCG) and the Children's Community Health provider (Great Western NHS Hospital Trust).**

8 Pupil Performance In Public Tests And Examinations 2013

David Clarke, Interim Head of School Effectiveness and Cllr Richard Gamble, Portfolio Holder for Schools, Skills and Youth were in attendance to discuss the Pupil Performance in Public Tests and Examinations 2013 report, which provided an overview of pupil performance at the end of each key stage and compared Wiltshire's attainment with national, south west and statistical neighbours for all phases. Cllr Gamble outlined the report with particular focus on the headline performance as follows:

KS2 & 3 Performance

- On headline indicators both academies and voluntary aided schools have the highest levels of attainment and high levels of progress, however foundation schools do least well with lower attainment and progress measures.

KS4 Performance

- 5+A*-C (inc English and Maths) results rose by over 1%. This was above all local and national comparator figures, however, there was a slight national decline on this indicator from 2012.

- Expected progress measures between KS2 and 4 improved by around 3%, putting Wiltshire in line with comparators in English and above in Maths.

KS5 Performance (age 18)

- Although point score performance was not as high as in the past, outcomes are in the top quartile showing that performance remains at a high level.

The Committee also considered a late paper which outlined performance for the vulnerable group in KS4. The key details of the paper were as described as follows:

- A 3% fall in the number of students eligible for free schools meals who achieved 5+ A*-C at GCSE, compared with a 1.7% rise nationally.
- A 5.7% rise in the number of SEN students with a statement achieving 5+ A*-C at GCSE.
- A rise in performance of pupils with mixed race ethnicity and a 12.4% rise in the performance of students with black ethnicities. There was also a 4.6% fall in the performance of Asian students.

The Committee noted that the performance for Children in Care was not reported due to the small number of students, but that attention should still be given to the most deprived pupils as evidenced in the performance of the pupils eligible for free schools meals. The Committee discussed the current approaches that are in place to support children who receive free school meals.

The Committee drew reference to the number of students who travel out of county for post 16 provision and stated that the data was therefore representative of Wiltshire Schools, and not necessarily Wiltshire children.

Questions were asked regarding statemented children and a disparity between KS3&4 performance. The Committee also discussed the number of maintained schools across the county and questioned if the data could be comparable with privately funded schools. It was clarified that many private schools take different qualifications, and do not participate in SAT's, and so as a result, comparable data cannot be drawn.

Carolyn Godfrey also stated that the £13m provided to schools through the Pupil Premium to support disadvantaged students should be accountable, and questioned how this was being used to raise performance in these areas.

At the end of the discussion, the Committee commended the performance of Wiltshire Schools and pupils, and praised the achievements in light of the national funding challenges. It was;

Resolved:

- 1. To note the Pupil Performance in Public Tests and Examinations 2013. To request that future Pupil Performance reports include the numbers and percentages of students to provide more context, and contain a breakdown of performance for small schools.**

9 Task Group update

The Committee thanked Lin Hitchman, Head of Children in Care, who would soon be leaving the Council, for her commitment to improving the lives of

children in care, and transforming the standard and delivery of care across the entire county.

The Select Committee received an update on the activity of the following Task Groups since the last meeting together with the Committee's Forward Work Programme for the following:-

- Safeguarding Children and Young Peoples Task Group; As read.

- Further Education in the Salisbury Area Task Group; The Task Group's 18-month review of progress with its recommendations took place on 14 November and is as reported (above). It was proposed that the Task Group be recommended for closure.

- Further Education Task Group; Following the outcome of the Peer Review, Scrutiny had attracted some criticism for its process driven approach, and it was recommended that a more outcome focussed approach be taken. The Further Education Task Group met on 21 January 2014 to discuss the outcomes that could be focussed on in future, and this was to include work that focussed on developing partnerships between schools and colleges.

- Schools and the Local Authority Task Group; Cllr Phillip Whalley provided an update to the Committee from the Task Groups first meeting held on 23 January 2014. The Task Group explored the relationship between schools/academies and the Local Authority, including how the LA provides its statutory responsibility and questioning it being fit for purpose. At the next meeting the TG will identify precise objectives, and develop a plan for surveying schools.

- Special Educational Needs and Disabilities Task Group; Rev. Alice Kemp provided an update to the Committee, detailing as follows; At its meeting on 23 January 2014 the Task Group had focussed on how young people with SEND prepare for adulthood. The Task Group had received a comprehensive presentation on 'my plan', which is a Wiltshire Council single assessment project, devised to enable professionals and families to work together with a young person in a way that avoids excessive paperwork and assessment, in order to prepare them for independence and adulthood. The Task Group agreed that its next meeting would be a more detailed look at the current Wiltshire landscape in terms of opportunities and challenges for young people with SEND in the following areas: education and training, employment, housing, and community involvement.

Resolved:

- 1. To note the updates on Task Group activity.**
- 2. To amend the name of the 'Further Education Task Group' to read 'Education for 16-19s Task Group' and amend its Terms of Reference**

to read “To review the quality, range and equity of access to educational opportunities for 16-19s in Wiltshire”.

3. **Following Cabinet’s decision on 21 January to undertake a review of Positive Leisure Time Activities for Young People, to establish a task group to respond to the consultation, with authority for making the necessary arrangements to be delegated to the Chairman and Vice-Chairman.**

10 **Forward Work Programme**

The Committee received a copy of the Forward Work Programme, and the Senior Scrutiny Officer outlined the new items that had been added including:

- Business Plan Scorecard Update to be discussed at the March meeting following its consideration at Cabinet.
- The Apprenticeship Programme in Wiltshire to be discussed at the March meeting.

Resolved:

To note the contents of the Forward Work Programme.

11 **Coalition Changes - Update from Department for Education**

The Committee received and noted a report by Carolyn Godfrey, Corporate Director, on developments relating to children’s services arising from the Coalition Government.

12 **Urgent Items**

There were no urgent items.

13 **Date of Next Meeting**

The date of the next meeting was noted as being 23 March 2014 at 10:30am to be held in the Council Chamber - County Hall, Trowbridge BA14 8JN.

(Duration of meeting: 10.30 am - 1.00 pm)

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HEALTH SELECT COMMITTEE

DRAFT MINUTES OF THE HEALTH SELECT COMMITTEE MEETING HELD ON 14 JANUARY 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Mary Champion, Cllr Christine Crisp (Chair), Cllr Mary Douglas, Diane Gooch, Cllr Bob Jones MBE, Cllr Gordon King, Cllr Helena McKeown, Cllr John Noeken (Vice Chairman), Cllr Jeff Osborn, Cllr Sheila Parker, Cllr Nina Phillips, Cllr Pip Ridout, Brian Warwick and Steve Wheeler

Also Present:

Cllr Peter Evans and Cllr Jon Hubbard

1 Apologies

The Committee noted apologies from the following:

Cllr Chris Caswill;
Cllr Nina Phillips;
Cllr Ricky Rogers;
Cllr Keith Humphries and
Nerissa Vaughan - Chief Executive, Great Western Hospital

2 Minutes of the Previous Meeting

The minutes of the previous meeting held 19 November 2013 were presented and subject to amendments to item 105, it was,

Resolved:

To approve the minutes of the meeting as a true and accurate record

3 Declarations of Interest

Standing Declarations of Interest were noted. No additional declarations were made at the meeting.

4 Chairman's Announcements

Positron Scanner

The Chair and Vice Chair visited Royal United Hospital (RUH), Bath on Friday 10 January 2014 to learn about the new Positron Scanner.

RUH Inspection Report

The report from the latest inspection of the RUH will be published on 4 February following the Quality Summit. The Chair and Vice Chair will be meeting James Scott, Chief Executive, on 10 February to discuss the report.

RUH Visit

At the previous HSC meeting in November 2013, James Scott extended an invitation for a number of members to visit the RUH. The invitation is open to 10 committee members to attend, and members had a choice of two possible dates, Monday, 27 January or Monday 3 February both starting at 2pm. Members were asked to express an interest in attending.

South Western Ambulance Service: Joint Scrutiny Meeting

Cllrs John Noeken and Pip Ridout will be attending a meeting of joint scrutiny committee of the South Western Ambulance Service Foundation Trust (SWASFT) on 31 January at Bristol and will report back to the Committee at the next meeting.

Arriva Patient Transport Service

The Chair drew the Committee's attention to issues regarding patient transport following the contract awarded to Arriva. Further enquiries were being made, and the Committee would be kept informed once more is known.

The Committee also welcomed a new member of the scrutiny team, Emma Dove, who joined the Council in December, and would support the Council's scrutiny function.

5 Public Participation

No questions had been received from members of the public.

6 Care Quality Commission: New Inspection Arrangements

Justine Button, Compliance Manager for Bath and North East Somerset (Banes) and Wiltshire Care Quality Commission was in attendance to give a presentation on the new hospital inspection regime.

The presentation detailed changes to the regime which included 5 key themes for identifying quality and safety within hospital settings. These were safe practice, effective treatment, caring attitudes, responsive care and well led teams.

The CQC aims to inspect all NHS Hospital and Foundation Trusts by December 2015 and aims to re inspect hospitals when necessary to complete focussed reviews in response to areas of particular concern. The inspection programme will also be extended to include mental health trusts, community services and ambulance trusts.

An overview of the inspection process was detailed identifying key processes for preparation, site visits and reports. Focus was also given to the construct of inspection teams which would now include a wide range of experts, service users, managers and practitioners. Focus would be given to core services of hospitals, including A&E, emergency medical and surgical services, critical care, maternity, paediatrics and end of life care. Inspections would also focus on areas of concern as a result of intelligence gathering exercises and target specific areas with both announced and unannounced inspections.

An overview of report findings and ratings will be given, and a summary of the reporting matrix given. Hospitals would be ranked across all areas inspected and also for specific key criteria as detailed above. A rating would also be given for the trust as a whole. Rating categories used were based on the OFSTED inspection model and would be graded as outstanding, good, requires Improvement or inadequate. This will allow the CQC to identify areas of good practice in addition to identifying areas of concern.

The Committee discussed the role of unannounced inspections and the importance of timing visits to assess areas of concern at periods of heightened problems. The Committee also questioned the involvement of service users and patient groups in the inspection process. It was confirmed that service users and groups would play pivotal roles in conducting inspections and providing information during the inspection process. The Committee also questioned the role of the CQC in inspecting care and nursing homes. It was confirmed that changes to the Adult Social Care inspection regime had also been planned and would be conducted in a similar fashion to the hospital inspection process. The Committee discussed powers of entry with unannounced visits and discussed how Healthwatch could support the inspection process.

Resolved:

To receive a presentation from the Care Quality Commission detailing changes to the Adult Social Care inspection regime at its meeting in May/July 2014.

7 Great Western Hospital (GWH): Inspection Report

Hilary Walker, Chief Nurse, and Kevin McNamara, Director of Strategy at Great Western Hospital (GWH) were in attendance to discuss the outcome of the CQC inspection and to outline the Hospital's action plan.

Hilary Walker outlined the key areas of concern highlighted by the report and presented the action plan to address the concerns identified. This included cleanliness issues, staffing concerns, governance and monitoring problems and concerns surrounding patient record keeping practices.

Ms Walker identified changes made by the Hospital to target the findings of the CQC report and highlighted the appointment of new nursing staff and practice development nurses to support the development of the existing nursing teams.

The Committee questioned the dispute between GMB members and Carillion, and wanted to know if the dispute had directly impacted the findings in the report. Earlier in the dispute there had been reported strike action but there had not been strike action this year, although a number of ongoing tribunals were said to be having an impact on operations within GWH.

The Committee discussed the current nursing arrangements and queried the ratio of nurses to patients at GWH. Hilary Walker stated that GWH recognised that staffing levels were not where they should be to support 1:7 nursing care, but that £1.2m investment in extra staffing was going some way to address this issue. An effort had been made to recruit additional staff but there were still gaps and more work was needed to be able to reduce reliance on agency staff.

The Committee questioned the medicinal practices at GWH and asked if this had been a result of governance failings or a cultural problem within GWH. It was confirmed that governance processes were in place to monitor such practices and welcomed the suggestion that other areas of governance might be audited.

The Committee expressed concern at the findings of the CQC report and suggested that findings were a 'wake up call' to the leadership team. The Committee also noted that the findings identified were made under the old inspection regime, and stated that a better picture of the Hospital might be achieved following an inspection under the new regime.

The Committee discussed the appointment of overseas nurses and queried if this had an impact on some of the concerns raised in the CQC report. The Committee also questioned the role of agency nurses in the findings. It was confirmed that GWH worked with TTM Healthcare when recruiting overseas nurses. One of the requirements of the recruitment programme was an adequate understanding of the English language. However some difficulties were to be expected such as dealing with patients with strong accents or over the telephone. GWH stated that these concerns were minor issues and would not have negatively impacted the CQC findings.

The Committee discussed the use of whiteboards on wards to document patient activity. It was confirmed that GWH had applied for funding to support a digital whiteboard installation that would provide greater security to patient information due to its screen saver function.

The Committee expressed concerns over medication and the operational hours of the Pharmacy. GWH confirmed that the national review on hospital operational hours was starting to lean towards 7 day openings and that GWH was reviewing how this could be implemented in future.

The Chair then allowed Cllr John Hubbard to address the Committee. Cllr Hubbard expressed concern at the governance practices within the Hospital, and highlighted the link between culture and governance failings. It was confirmed that the failings identified in the administration of medicine was linked to a policy lapse. A policy audit was suggested and would be considered by GWH.

The Committee raised concern over possible communication issues due to language between housekeeping staff and patients, and suggested this could be a potential cause for concern. GWH stated that a response to this question would be provided in writing as the data for this was not readily available.

Resolved:

To note the GWH action plan for the CQC inspection, and to document concern at the findings of the report.

8 Dementia Strategy

James Cawley, Associate Director for Adult Care Commissioning and Susan Dark, Dementia and Specialist Older People Modernisation Lead, Wiltshire CCG were both in attendance to present the joint commissioning Dementia Strategy.

The Committee noted concern over the lack of information regarding funding for the initiative. It was confirmed that funding information would be made clearer following discussion of the Better Care Fund at the Wiltshire Health and Wellbeing Board. The strategy would be put out to formal consultation following its consideration by Cabinet.

The Committee noted that it would be difficult to deliver on all areas of dementia as the impact of dementia was so wide reaching, and funding could not support every instance of dementia related care. The Committee noted that the Strategy would need greater focus on areas of priority to ensure its success. It was noted that the CCG would be investing £7.5 million to support people with dementia and their carers and family. The Committee discussed the impact of other neurological conditions linked to dementia; including Parkinson's disease, and questioned whether the delivery of the strategy would be inclusive of such conditions.

The Committee also noted concern at the lack of paid carers throughout the county and stated that the strategy would need greater focus on increasing the number of paid carers across the region. The Committee also discussed housing options and the provision of sustainable care packages.

Resolved:

To make a statement to Cabinet detailing the following;

- a) **The Health Select Committee was pleased with the work that had been done so far, and supported the Strategy.**
- b) **Some concerns about funding were raised, but the Committee acknowledged that the formal consultation on the strategy will help identify key priorities.**
- c) **The Committee will comment further following receipt of the post-consultation report**

9 Wiltshire Council Direct Provision - CQC Registered Care Services for Adults

The Committee received an update from James Cawley, Associate Director for Adult Care Commissioning detailing the achievements of service areas in relation to CQC ratings.

The Committee noted the achievements and queried if any key events had occurred to report back to the CQC. It was confirmed that no key events had to report.

10 Salisbury Hospital: Mortality Rates

The Chair outlined a meeting that had taken place at Salisbury Hospital between herself, the Vice Chair and Peter Hill, Chief Executive, and Christine Blanchard, Medical Director, Salisbury Hospital FT, relating to the mortality rates as published in the 2013 Dr Foster Hospital Guide, which showed Salisbury Hospital FT as having a mortality rate 'significantly higher than expected'.

It was explained that the way the mortality figures are calculated is complex, with the application of a number of codes, but essentially they compare the numbers of patients who have died against the number that might be expected to die. The hospital explained that the figure reported represented a blip in their performance, which they had identified and addressed themselves before the Dr Foster report was published. They have been monitoring their mortality figures on a monthly basis for a number of years. They have a multi-disciplinary mortality steering group which uses a system which allows them to drill down and audit individual records if they have concerns.

The hospital looks at trends rather than individual results but clinicians also look at the notes of patients who have died to identify any potential learning. They explained that they now send out 'lesson of the week', which can be an area for improvement or an example of good practice.

The Chair and Vice Chair were re-assured by what they heard and were satisfied with the procedures that the hospital has in place to monitor and improve mortality figures, which are usually within the expected range.

They also noted that the CQC, from their intelligence monitoring work has grouped the acute NHS Trusts into six bands based on the risk that people may not be receiving safe, effective, high quality care. Salisbury Hospital FT has been placed in band 6, the band with the lowest risk.

11 **Older Peoples Expenditure**

James Cawley, Associate Director for Adult Care Commissioning provided an update against the projected overspend on the Older People's Budget.

It was confirmed that as of Month 8, the budget was overspent by £1.8million. It was noted that the figures could fluctuate significantly throughout the year if a service user was assessed as needing a very expensive package or if a similar service user no longer needed it. It was confirmed that expenditure was continuously monitored and that for the last 3 – 4 years, the budget had been within 1% of the forecasted expenditure figure at the end of the financial year.

12 **Update on Transition of Public Health to Wiltshire Council**

Aimee Stimpson, Head of Performance and Planning, presented an update to the Committee which detailed the successful integration of Public Health into the Council. The report detailed a number of examples of Public Health's transition into the Council and the impact on service delivery as a result.

The Committee agreed that Public Health would continue to play a pivotal role in service delivery and agreed that all aspects of the Council's responsibilities were interrelated with public health and wellbeing. As a result the Committee stated its intention to support further work to integrate Public Health at all levels of the organisation.

13 **Joint Air Quality Task Group: Final Report**

The Committee received a report from Cllr Peter Evans, Chair of the Joint Air Quality Task Group, which detailed the final findings.

The Committee discussed the findings of the report and debated the closure of the task group following the completion of its work programme.

The Committee discussed the impact of Air Quality on school travel plans as detailed in the report.

Resolved:

The Committee endorsed the following recommendations of the Joint Air Quality Task Group:

- a) **The 'template' created by the Calne Area Board to stage their Environment Event should be made available to other interested Area Boards.**
- b) **A mechanism/process should be developed to allow Area Boards to share examples of good practice/templates for other successful activities;**
- c) **Having completed its work, the Task Group is to be disbanded.**

14 **Forward Work Programme**

The Committee noted the forward work programme.

15 **Task Group Update**

The Committee noted updates from the following Task Groups;

- Transfer to Care;
- Continence Services;
- Review of AWP Services; and,
- Clinical Commissioning Group.

Following discussions on the work of the CCG Task Group and Public Health topics the Committee;

Resolved:

- a) **To seek endorsement from the Overview and Scrutiny Management Committee to disband the CCG Task Group**
- b) **To include Public Health and the Clinical Commissioning Group as standing agenda items for future meetings.**

16 **Urgent Items**

There were no Urgent Items.

17 **Date of Next Meeting**

The date of the next meeting was confirmed as being the 11 March 2014.

(Duration of meeting: 10.30 am - 2.10 pm)

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

NORTHERN AREA PLANNING COMMITTEE

**DRAFT MINUTES OF THE NORTHERN AREA PLANNING COMMITTEE MEETING
HELD ON 29 JANUARY 2014 AT COUNCIL CHAMBER - COUNCIL OFFICES,
MONKTON PARK, CHIPPENHAM, SN15 1ER.**

Present:

Cllr Chuck Berry (Substitute), Cllr Chris Hurst, Cllr Simon Killane, Cllr Sheila Parker, Cllr Toby Sturgis, Cllr Anthony Trotman (Chairman), Cllr Nick Watts (Substitute) and Cllr Philip Whalley

8 Apologies

Apologies were received from Cllr Crisp, Cllr Douglas, Cllr Packard and Cllr Groom.

Cllr Douglas was substituted by Cllr Watts and Cllr Groom was substituted by Cllr Berry.

9 Minutes of the previous Meeting

The minutes of the meeting held on Wednesday 8 January 2014 were presented.

Resolved:

To approve as a true and correct record and sign the minutes.

10 Declarations of Interest

There were no declarations of interest.

11 Chairman's Announcements

There were no Chairman's announcements.

12 **Public Participation and Councillors' Questions**

The Committee noted the rules on public participation.

13 **Planning Applications**

Attention was drawn to the late list of observations provided at the meeting and attached to these minutes, in respect of application 13/05325/FUL as listed in the agenda pack.

14 **13/05325/FUL - Whites Farm, Grittenham, Chippenham, Wiltshire, SN15 4JW**

Public Participation

Roger Pounder, Graham Small, George Threlfall and Cllr Owen Gibbs spoke in objection to the application.

Simon Chambers spoke in support of the application.

The officer introduced the report which recommended that planning permission be granted subject to conditions.

He explained that planning permission had previously been granted, but was subsequently extinguished due to non-compliance with a condition. He drew attention to the late observations which contained an alternative condition to be considered by the Committee. The application for planning permission was initially prompted by engineering works carried out at the site to create jumps suitable for competitive motocross racing. He confirmed that Highways had not raised any objections.

The Committee then had the opportunity to ask technical questions of officers and it was confirmed that although the use of a public address system was controlled through conditions, a reasonable and expedient approach would be taken towards its use in times of emergency. It was also confirmed the conditions applied equally to rescheduled meetings. Practising and racing would be treated in the same manner and would both count towards the annual event quota.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Toby Sturgis then addressed the Committee. He noted that if the Committee refused permission, and the site reverted to agricultural land it could continue to host up to 14 days of motocross racing a year through its permitted development rights. In light of this possibility, he encouraged the Committee to grant planning permission, which would control such motocross racing through conditions producing a better solution for local residents.

In the debate that followed the Committee discussed the possibility of extending the schedule notice period contained within the conditions. It was also confirmed that the issue of holding events on a consecutive weekends was a critical matter for Environmental Health.

Resolved:

**That planning permission is GRANTED, subject to the following conditions:
Condition**

- 1) Within 3 months of the date on which the land subject to this permission has not been used for the purposes approved for a period of 6 months, the use/activity hereby permitted shall cease, all equipment and materials brought onto the land for the purposes of such use shall be removed, the engineering works shall be reversed and the land restored to its former agricultural condition.**

REASON: To ensure the reversibility of the development in the interests of visual and residential amenities.

- 2) The land subject of this permission shall be used for the racing and/or practice of motocross motorcycles up to a maximum of 14 days in any one calendar year.**

REASON: In the interests of residential amenity.

- 3) The development hereby permitted shall not be first brought into use in any calendar year until a full schedule of events for that year has been submitted to and approved in writing by the Local Planning Authority not later than the date 28 days prior to the first event of that year. Alterations to the approved schedule shall pertain solely to scheduled events that must be postponed due to unforeseen circumstances and shall be notified to the Local Planning Authority no less than 7 days prior to that event.**

REASON: In the interests of residential amenity and to enable the Local Planning Authority to monitor the distribution of events.

- 4) Events shall not take place on consecutive weekends. No more than 2 Events shall take place in any 5-week period. For the avoidance of doubt and the purposes of this condition, an 'Event' is defined as a single day or two days of racing/practicing within the period Saturday to Monday inclusive.**

REASON: In the interests of securing an environment free from intrusive levels of noise disturbance

- 5) The use hereby permitted shall not take place on the days of Tuesday to Friday inclusive. No testing, practicing or racing of motorcycles shall take place on the site on any day other than Saturday, Sunday or Monday.

REASON: In the interests of visual amenity, highway safety and to secure an environment free from intrusive levels of noise disturbance.

- 6) No sound-amplifying equipment, loudspeaker, public address system shall be operated in association with the development hereby permitted.

REASON: To ensure the creation of an environment free from intrusive levels of noise and activity in the interests of the amenity of the area.

- 7) The development hereby permitted shall be implemented and the site operated in full accordance with the submitted Event Management Plan (LPC, December 2013), in perpetuity.

REASON: In the interests of residential amenity and highway safety.

- 8) The mobile toilet block indicated on the site location plan shall be completely removed from the site no later than the date 6 weeks after the most recent event. At such time it shall be removed completely from the site and shall not be reinstalled on the site until the recommencement of events on the site thereafter.

REASON: To ensure the removal of a temporary structure when the site is not in use, in the interests of visual amenity.

- 9) The development hereby permitted shall be carried out in accordance with the following approved plans:
Site Location Plan
LPC/2798/2 - Site Layout Plan
LPC/2798/3 - Sections 1
Received 24 October 2013

REASON: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVES:

- 1) It is the view of the Local Planning Authority that the development hereby approved represents a change of use of the land to sui generis, as set out in the Planning (Use Classes) Order 1987 (as

amended). As such, all permitted development rights set out under Class B of Schedule 2, Part 4 of the Planning (General Permitted Development) Order 1995 (as amended), are effectively rescinded. Use of the land subject of this application for such purposes will therefore require a separate planning application.

- 2) The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence. If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.

15 **13/04291/FUL -The Old Granary, Nettleton, Chippenham, SN14 7NY**

Public Participation

Fiona Copland and Paul Copland spoke in objection to the application.

David Pearce and Cllr David Kerr spoke in support of the application.

The officer introduced the report which recommended that planning permission be refused.

He explained that the application related to a change of use from agricultural land to private amenity space. The site had a long planning history, and a range of unauthorised works had taken place including the removal of a historic boundary wall, not all of which were to be addressed through the application. The site was in an area of Outstanding Natural Beauty and it was located near a number of public footpaths.

The Committee then had the opportunity to ask technical questions of officers and it was confirmed that the application concerned the whole area in red indicated on the plan contained within the agenda. It was also confirmed that permission to re-erect the historic boundary wall had been given in a previous application. Although the Old Granary enjoyed a reasonable amount of garden space, there was no indication to suggest that application had been lodged as a means to further develop the site.

Members of the public then addressed the Committee as detailed above.

Cllr Toby Sturgis addressed the Committee on behalf of the local member, Cllr Jane Scott and it was confirmed that the application had been called in to Committee at the request of Nettleton Parish Council.

In the debate that followed potential harm to the adjacent listed buildings and to the area of outstanding natural beauty was noted. Conditioning for the removal

of garden paraphernalia such as sheds was discussed. The Committee noted the benefits of re-erecting the historic boundary wall.

A motion to delegate to the Area Development Manager to grant planning permission subject to conditions was moved, seconded, voted on and lost.

Resolved:

That the application be refused for the following reasons:-

1. The proposed development results in substantive change to and does not preserve the character and appearance of the landscape and defined Area of Outstanding Natural Beauty which is harmful and not justified by any overriding material considerations. The proposals are in conflict with policies C3(ii) NE 4 and NE15 of the North Wiltshire Local Plan 2011 and paragraph 17 and Section 11 of the National Planning Policy Framework.

2. The proposed development results in harm to the historic fabric, character and setting of the heritage assets at the site including Listed boundary wall and curtilage listed building known as the old Granary which is not justified by any overriding material considerations or identified public interest. The proposals are in conflict with policies C3(ii) and HE4 of the North Wiltshire Local Plan 2011 and paragraphs 17, 131, 132 & 134 and Section 12 of the National Planning Policy Framework and PPS5 Historic Environment Planning Practice Guide paragraphs 79, 85, 87, 114 & 116 and S.66(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990

16 **13/02911/FUL - 6A Park Place AK, Ashton Keynes, Swindon, SN6 6NT**

Public Participation

Mr A Rees spoke in support of the application.

The officer introduced the report which recommended that planning permission be delegated to the Area Development Manager to grant permission subject to the signing of a section 106 agreement and conditions.

The application concerned the demolition of a bungalow and erection of two houses. The dwellings were of a similar design to other properties in the area. The proposal would see most of the ditch area surrounding the site retained. There were no opening windows overlooking the neighbouring property

The Committee then had the opportunity to ask technical questions of officers. It was confirmed that details of entry such as the type of gravel used were yet to be approved.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Chuck Berry then addressed the Committee and spoke in support of the application.

Resolved:

That authority be DELEGATED to the Area development manager to grant planning permission subject to the signing of a section 106 agreement in respect of affordable housing and public open space financial contributions; and conditions

Conditions

- 1) The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON:

To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2) The development hereby permitted shall be carried out in accordance with the following approved plans: Drawing No. 1328/1 Rev L, 1328/2 Rev C stamped on 26.11.13**

REASON:

For the avoidance of doubt and in the interests of proper planning.

- 3) No development shall commence on site until all the existing buildings on site have been permanently demolished and all of the demolition materials and debris resulting there from has been removed from the site.**

REASON:

In the interests of the character and appearance of the area and neighbouring amenities.

- 4) No development shall commence on site until details of the external stonework, including type, dressing, coursing and bedding of the natural stone, type of pointing and mortar mix, have been submitted to and approved in writing by the Local Planning Authority. The external stonework shall constructed in accordance with the approved details.**

REASON:

In the interests of visual amenity and the character and appearance of the area.

- 5) No development shall commence on site until details of the finish to external timber, including any paint or stain to be used on the window joinery have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details prior to the development being first occupied .**

REASON:

In the interests of visual amenity and the character and appearance of the area.

- 6) No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include] :-**
- a. location and current canopy spread of all existing trees and hedgerows on the land;**
 - b. full details of any to be retained, together with measures for their protection in the course of development;**
 - c. means of enclosure;**
 - d. all hard and soft surfacing materials;**
 - e. proposed and existing functional services above and below ground (e.g. drainage, power, communications, cables, pipelines etc indicating lines, manholes, supports etc);**
 - f. retained historic landscape features and proposed restoration, where relevant.**

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 7) The development hereby permitted shall not be first brought into use until full details of the access construction specification including the piping of the drainage ditch has been submitted and approved in writing by the LPA. The access shall be maintained as such thereafter.**

REASON:

In the interests of highway safety.

- 8) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or**

re-enacting or amending that Order with or without modification), there shall be no additions/extensions or external alterations to any building forming part of the development hereby permitted.

REASON:

In the interests of the amenity of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for additions/extensions or external alterations.

INFORMATIVES TO APPLICANT:

- 1) The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence. If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.**
- 2) Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.**

17 Urgent Items

There were no urgent items.

(Duration of meeting: 6.00 - 8.00 pm)

The Officer who has produced these minutes is Eleanor Slack, of Democratic Services, direct line 01225 718255, e-mail eleanor.slack@wiltshire.gov.uk

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SOUTHERN AREA PLANNING COMMITTEE

DRAFT MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING HELD ON 16 JANUARY 2014 AT SOUTH WILTS GRAMMAR SCHOOL FOR GIRLS, STRATFORD ROAD, SALISBURY, WILTSHIRE, SP1 3JJ.

Present:

Cllr Richard Britton, Cllr Richard Clewer, Cllr Brian Dalton, Cllr Christopher Devine (Vice-Chair), Cllr Jose Green, Cllr Mike Hewitt, Cllr George Jeans, Cllr Ian McLennan, Cllr Ian Tomes, Cllr Fred Westmoreland (Chairman) and Cllr Ian West

Also Present:

Cllr Dr Helena McKeown, Cllr John Noeken and Cllr John Smale

1 Apologies for Absence

Councillor Brian Dalton gave apologies that he would be late to arrive for the meeting. Councillor Dalton arrived at 18:15.

2 Minutes of the Previous Meeting

The minutes of the meeting held on 28 November 2013 were presented for consideration.. It was,

Resolved:

That subject to the inclusion of an informative on the provision of a footpath in relation to Minute 129 - 13/03515/VAR: Milford House Nursing Home, Salisbury, SP1 1NJ - to APPROVE as a correct record and sign the minutes.

3 Declarations of Interest

There were no declarations.

4 Chairman's Announcements

The Chairman explained the meeting procedure to the members of the public.

It was also announced that there would be a change in the agenda order, with application 13/05892/FUL: 18c Firs Road, Firsdown, Salisbury, to be taken as the first planning application to be considered.

5 **Public Participation and Councillors' Questions**

The committee noted the rules on public participation.

Three related questions had been received beyond the deadline for which a written response could be provided at the meeting. The questions were detailed as below, with written answers to be provided with the agenda for the next meeting.

- 1) Can you please ensure that all submitted documents are downloaded on the file. There is at least one application on the agenda this evening that has included only a fraction of the Parish Council response?
- 2) If the Ward Councillor calls an application in to Committee can the call-in and the reasons behind it be flagged up on the website in a timely manner?
- 3) If an application has been subject to a pre-app and the applicant refers to that pre-app in the D & A and/or on the application forms can the content of that pre-app be published on site and referred to in the agenda report?

Councillor Jose Green also delivered a comment from a parish council within her Division about concerns regarding inconsistent decisions on planning matters, and requested parishes be updated regarding any plans to arrange training for parish councils.

6 **Planning Appeals**

The committee received an update on recently received appeal decisions as detailed in the agenda.

7 **Salisbury Conservation Area Appraisal and Management Plan**

The Senior Planning Officer (Conservation) presented a report which recommended the Salisbury Conservation Area Appraisal and Management Plan be presented to Cabinet for approval with the support of the Southern Area Planning Committee, and approving the disaggregation of the Conservation Area into four parts, as detailed in the report.

The process of producing the plans beginning with surveys conducted in 2007 was detailed, and it was explained that the plans had been utilized by the planning service for some time, but as they were still in draft form they currently had limited weight.

A discussion followed, where it was confirmed that most of the work for the plans had been conducted in 2008, and then updated in 2012. It was also stated that it could not be confirmed when or if the document would be updated in future, but additional consultation would need to take place should any changes become necessary and be proposed.

It was further confirmed that proposals for Article 4 Directions - the removal of certain householders' permitted development rights - needed to undergo a separate legally prescribed consultation, and therefore had not been included in the Plans at this stage.

There were also queries about the document's integration with the Salisbury Public Realm Strategy and to confirm that Salisbury City Council had been consulted on the Plans.

After debate, it was,

Resolved:

That the City of Salisbury, Britford, Milford Hill and Old Manor Hospital Conservation Area Appraisals and Management Plans be presented to Cabinet with a recommendation to approve the document, including the proposed boundary changes to the conservation area.

8 The Wiltshire County Council (Sheet SU 14 NE) Rights of Way Modification Order No. 11 2006 (Milston restricted Byway No. 16)

Public Participation

Mr Andrew Smith spoke in objection to the proposed Order.

The Definitive Map and Highways Record Team Leader introduced a report on The Wiltshire County Council (Sheet SU 14 NE) Rights of Way Modification Order No. 11 2006 (Milston restricted Byway No. 16), for which relevant objections had been received and which would therefore need to be forwarded to the Secretary of State for the Environment, Food and Rural Affairs for determination.

Members of the Committee then had the opportunity to ask technical questions of the officer, where in response to queries it was stated the Council could not remain neutral on the proposed Order.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Councillor John Smale, then requested the matter be deferred for arrangement of a site visit by the Committee.

A debate followed, where the weight of evidence in the report was assessed, and whether it met the requirement of showing the route had been in use for a 20-year period.

After discussion, it was,

Resolved:

That the Wiltshire County Council (Sheet SU14 NE) Rights of Way Modification Order No. 11, 2006 (Milston Restricted Byway No. 16) is

forwarded to the Secretary of State for Environment, Food and Rural Affairs for determination with the recommendation that the Order be confirmed with the modification to the Order map to show the Restricted Byway to be added by a broken line and small arrowheads.

9 **Planning Applications**

Attention was drawn to the late list of observations and representations, as well as alterations to reports, provided at the meeting and to be made available on the council website.

10 **13/05892/FUL: 18c Firs Road, Firsdawn, Salisbury, SP5 1SQ**

Public Participation

Mrs Joan Curtis spoke in objection to the application.

Mr Damian Gutteridge spoke in objection to the application.

Mr Brian Edgeley, Firsdawn Parish Council, spoke in objection to the application.

The Area Development Manager introduced a report which recommended that permission be granted. Key issues for the proposal included the impact on the surrounding area.

Members of the Committee then had the opportunity to ask technical questions of the officer, where it was confirmed that the proposed dwelling was higher than a previous proposal which had been refused by the Committee, but officers considered that the conditions detailed in the report were sufficient to mitigate previous concerns.

Members of the Public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Councillor Christopher Devine, then spoke in objection to the application.

A debate followed, where the level of development in the area and the scale of the proposed dwelling were felt to have an unacceptable impact on neighbouring and wider amenity.

After discussion, it was,

Resolved:

That the application be REFUSED for the following reason:

The proposal, by reason of the increase in size of the dwelling and the resulting intensification in its use as a larger house, would result in an over-development of the site, to the detriment of the character and amenities of the area. Furthermore, the additional bulk created by the increase in size would result in an overbearing impact on neighbouring

properties. This is contrary to Policies D3 and G2 of the Salisbury District Local Plan (which are saved policies of the South Wiltshire Core Strategy).

11 13/01494/FUL: Tesco and Avon and Riverside Houses, 21-25 Castle Street, Salisbury, SP1 1TT

Public Participation

Mrs Karen Rogers spoke in objection to the application.

Mrs Mary Webb spoke in objection to the application.

Mr Tony Negal spoke in objection to the application.

The Planning Officer introduced a report which recommended that approval be granted. It was confirmed the proposals involved the demolition and replace the current buildings, with a similar brickwork façade, and that key issues included the principle of the proposed retail outlet and hotel for the area, the impact on the character and appearance of the area, impact on noise and local amenity and highways considerations.

Members of the Committee then had the opportunity to ask technical questions of the officer. Details were sought about tree planting on the site.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Councillor Dr Helena McKeown, then spoke in objection to the application.

A debate followed, where the inelegant design of the proposal was considered, as well as the extent to which the proposals could regenerate the area. The impact of the hotel on local businesses or the nearby Maltings site was raised, in addition to problems of access and bringing more cars into the centre of Salisbury.

After debate, it was,

Resolved:

That Planning Permission be GRANTED subject to the following conditions:

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

Reason: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2. No development shall commence within the proposed development site until:**

- a) A written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority; and
- b) The approved programme of archaeological work has been carried out in accordance with the approved details.

Reason: To enable the recording of any matters of archaeological interest.

- 3** No development shall commence on site until a scheme of acoustic insulation for the purposes of preventing and controlling the emission of noise from all externally mounted plant and equipment, including a timetable for implementation has been submitted to and approved in writing by the local planning authority. The approved scheme shall be implemented in accordance with the approved details and shall be maintained at all times in accordance with the approved details thereafter.

Reason: In the interests of the amenities of the area.

- 4** No development shall commence until a scheme for the discharge and control of fumes, gases and odours from the supermarket and hotel, including a timetable for implementation has been submitted to and approved in writing by the local planning authority. The approved scheme shall be implemented in accordance with the approved details and shall be maintained at all times thereafter.

Reason: In the interests of the amenities of the area.

- 5** No development shall commence until a Construction Environmental Management Plan, incorporating pollution prevent measures, including a timetable for implementation has been submitted to and approved in writing by the Local Planning Authority. The plan shall subsequently be implemented in accordance with the approved details and agreed timetable.

Reason: To prevent pollution of the water environment.

- 6** If, during development, contamination not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing with the local planning authority) shall be carried out until the developer has submitted a remediation strategy to the local planning authority detailing how this suspected contamination shall be dealt with and obtained written approval from the local planning authority. The remediation strategy shall be implemented as approved.

Reason: To protect controlled waters from pollution, by potential land contaminants being revealed and disturbed by construction.

7 No development shall comment on site (including any works of demolition) until a Construction Method Statement, has been submitted to and approved in writing by the local planning authority. This shall include the following:

- a) The parking of vehicles of site operatives and visitors;**
- b) Loading and unloading of plant materials;**
- c) Storage of plant and materials used in constructing the development;**
- d) The erection and maintenance of security hoarding;**
- e) Wheel washing facilities;**
- f) Measures to control the emission of dust and dirt during construction;**
- g) A scheme for recycling/disposing of waste resulting from demolition and construction works;**
- h) Hours of construction, including deliveries;**
- i) Routing of construction traffic.**

The development shall not be carried out otherwise than in accordance with the approved construction method statement without the prior written permission of the local planning authority.

Reason: To minimise detrimental effects to the neighbouring amenities, the amenities of the area in general and the natural environment through the risks of pollution and dangers to highway safety during the demolition and construction phases of the development.

8 No development shall commence until a Service Management Plan has been submitted to and approved in writing by the Local Planning Authority for the retail use. The agreed Service Management Plan shall be implemented in accordance with the agreed details.

Reason: To ensure that adequate provision is made within the site to accommodate service vehicles in the interests of highway safety.

9 The hotel development hereby approved shall not be first brought into use until a Service Management Plan has been submitted to and approved in writing by the Local Planning Authority for the retail use. The agreed Service Management Plan shall be implemented in accordance with the agreed details.

Reason: To ensure that adequate provision is made within the site to accommodate service vehicles in the interests of highway safety.

10 No development shall commence until a Waste Management Plan has been submitted to and approved in writing by the Local Planning Authority for the retail use. The agreed Waste Management Plan shall be implemented in accordance with the agreed details.

Reason: to ensure facilities are provided for the source separation and storage of different types of waste for recycling and or composting.

- 11 The hotel development hereby approved shall not be first brought into use until a Waste Management Plan has been submitted to and approved in writing by the Local Planning Authority for the retail use. The agreed Waste Management Plan shall be implemented in accordance with the agreed details.**

Reason: to ensure facilities are provided for the source separation and storage of different types of waste for recycling and or composting.

- 12 The car parking spaces and access roads thereto shown on the approved drawings shall be completed prior to the occupation of the development land uses for which they are intended.**

Reason: To ensure that adequate provision is made for parking within the site in the interests of highway safety.

- 13 The development hereby approved shall not be occupied until details of the cycle parking spaces and a timetable for implementation of these spaces have been submitted to and approved in writing by the local planning authority and shall be implemented in accordance with the approved details.**

Reason: To ensure that satisfactory facilities for the parking of cycles are provided and to encourage travel by means other than the private car in the interests of sustainable development.

- 14 No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.**

Reason: In the interests of visual amenity and the character and appearance of the area.

- 15 No walls of the development hereby permitted shall be constructed until a sample wall panel, not less than 1 metre square, has been constructed on site, inspected and approved in writing by the Local Planning Authority. The panel shall demonstrate the face bond of the brickwork and the mortar mix and finish and pointing style and shall then be left in position for comparison whilst the development is carried out. Development shall be carried out in accordance with the approved sample.**

Reason: In the interests of visual amenity and the character and appearance of the area.

- 16 No development shall commence on site until details of the position, design, external appearance and decorative finish of all railings, fences (including the replacement fencing to the carpark), gates, walls, bollards and other means of enclosure have been submitted to and approved in writing including a timetable for implementation by the Local Planning Authority. Development shall be carried out in accordance with the approved details and the agreed timetable for implementation (including the removal and replacement of the palisade fencing to the car park).**

Reason: In the interests of visual amenity and the character and appearance of the area.

- 17 No development shall commence on site until large scale details (1:10 scale) of all window types (including elevations and sections of the windows, head, sill and window reveal details) and rainwater goods have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.**

Reason: In the interests of visual amenity and the character and appearance of the area.

- 18 No development shall commence until a method statement detailing how the brickwork facades to the Castle Street elevation will be retained has been submitted to and approved in writing by the local planning authority. The development shall be completed in accordance with the approved details.**

Reason: In the interests of visual amenity and the character and appearance of the area.

- 19 No development shall commence until details of the shopping trolley storage area (which shall be within the footprint of the building) have been submitted to and approved in writing by the local planning authority. The development shall be completed in accordance with the approved details.**

Reason: In the interests of visual amenity and the character and appearance of the area.

- 20 No development shall commence until a scheme of water efficiency measures to reduce the water consumption of the replacement retail store and hotel has been submitted to and approved in writing by the Local Planning Authority. The measures shall be implemented and thereafter retained in accordance with the approved details.**

Reason: In the interests of the conservation of water and energy resources.

- 21 All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following**

the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

Reason: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 22** The window glass in the ground floor Castle Street and Riverside elevation frontages shall be clear glass (unless otherwise marked on the approved plans) and shall not be painted or otherwise obscured.

Reason: To safeguard the appearance and character of the shopping street in the interests of visual amenity and the character and appearance of the area.

- 23** The development hereby permitted shall be carried out in accordance with the following approved plans:

Plan reference: M1112/121D Proposed Ground Floor Plan, received by this office 23/10/2013

Plan reference: M1112/120C Proposed Site Plan, received by this office 23/10/2013

Plan reference: M1112/122D Proposed Mezzanine Floor Plan, received by this office 23/10/2013

Plan reference: M1112/123D Proposed Second Floor Plan, received by this office 23/10/2013

Plan reference: M1112/124D Proposed Third Floor Plan, received by this office 23/10/2013

Plan reference: M1112/125B Proposed Roof Plan, received by this office 23/10/2013

Plan reference: M1112/131B Proposed North and South Elevations, received by this office 23/10/2013

Plan reference: M1112/132C Proposed Section, received by this office 23/10/2013

Plan reference: M1112/127C Proposed Elevations in context (with the exception of the Castle Street Elevation which is amended by M1112/128D), received by this office 21/11/2013

Plan reference: M1112/128D Proposed Castle Street Elevation, received by this office 02/12/2013

Plan reference: M1112/129C Proposed Riverside Elevation, received by this office 21/11/2013

Plan reference: M1112/130C Proposed Southern Boundary Elevation, received by this office 21/11/2013

Plan reference: M1112/133C Remaining Elevations, received by this office 21/11/2013

Plan reference: M1112/135A Section and Elevation Details – River Frontage 01, received by this office 21/11/2013

Plan reference: M1112/137A Section and Elevation Details – East Facing Hotel 01, received by this office 21/11/2013

Plan reference: M1112/139A Section and Elevation Details – River Frontage 01, received by this office 21/11/2013

Plan reference: M1112/140A Section and Elevation Details – River Frontage 02, received by this office 21/11/2013

Plan reference: M1112/136A Section and Elevation Details – River Frontage 02, received by this office 21/11/2013

Plan reference: M1112/138A Section and Elevation Details – East Facing Hotel 02, received by this office 21/11/2013

Reason: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVE: Materials

Please note that the Planning Office does not have the facility to receive material samples. Please deliver material samples to site, with a notification to the planning office where they are to be found.

INFORMATIVE: Protected Species

Many wildlife species are legally protected. The applicant should be aware that if it becomes apparent that the site is being used or has previously been used by protected species, work should STOP immediately and the applicant's or the council's ecologist should be contacted on 01225 718458 for advice on how to proceed.

INFORMATIVE: Permission not authorising work on land outside the applicant's control & party wall act

The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence. If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.

INFORMATIVE: Advertisement consent required

This permission does not permit the display of any advertisements which require consent under the Town and Country Planning (Control of Advertisements) (England) Regulations, 2007 or under any Regulation revoking and re-enacting or amending those Regulations, including any such advertisements shown on the submitted plans.

INFORMATIVE: Wiltshire Fire & Rescue

The applicant should be made aware of the letter received from Wiltshire Fire & Rescue Service regarding advice on fire safety measures. This letter can be found on the application file which can be viewed on the council's website against the relevant application record.

INFORMATIVE: Environment Agency

Construction Environmental Management Plan

Safeguards should be implemented during the construction phase to minimise the risks of pollution from the development. Such safeguards should cover:

The use of plant and machinery

Oils/chemicals and materials

Wheel washing

The use and routing of heavy plant and vehicles

The location and form of work and storage areas and compounds

The control and removal of spoil and wastes

The applicant should refer to the Environment Agency's Pollution Prevention Guidelines at:

<http://www.environment-agency.gov.uk/business/topics/pollution/39083.aspx>

Flood Risk

The site lies within very close proximity of the River Avon, designated a 'main' river. The proposal includes extensive demolition works, prior to major construction works, within close proximity to the river. It is important the works are carried out in a sensitive manner, and do not adversely impact on the river corridor.

Under the terms of the Water Resources Act 1991 and the Land Drainage Byelaws the prior written consent (Flood Defence Consent) of the Environment Agency (EA) is required for any proposed works (permanent or temporary), including demolition works, or structures in, under, over or within 8 metres of the top of the bank of the River Avon, designated a 'main' river. The need for this consent is over and above the need for planning consent. The applicant is advised to contact Daniel Griffin on 01258 483 421 to discuss the scope of EA controls, and to obtain an application form.

INFORMATIVE: Highways

The applicant should make contact with the Area Highway Engineer with regards to protecting pedestrians using the footway across the site frontage as a footway closure may be required.

A recess took place from 2005-2010

12 **S/2012/1603/S73: Stonehenge Campsite, Berwick St James, Salisbury, SP3 4T**

Public Participation

Mr Paul Grant, applicant, spoke in support of the application.

The Planning Officer introduced a report which recommended that permission be granted. Key issues included details of a planning appeal decision as detailed in the agenda papers, and the acceptability of the revised lighting scheme that had been submitted.

Members of the Committee then had the opportunity to ask technical questions of the officer, where clarity was sought on the views of the light consultant, and that for previous refusals the presence of uplighting had been a principle concern, and these were no longer proposed.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Councillor Ian West, then detailed some of the local concerns over the number of lights proposed for the site.

After discussion, where the need for site visits in relation to future applications with similar issues was raised, it was,

Resolved:

That Planning Permission be APPROVED subject to the following conditions:

- 1 The development shall be carried out strictly in accordance with the approved plans (Site location Plan, Planning application plan: PV 316/WFG/TA, Landscape Plan 2010 and drawing WGDP 01).**

Reason: For the avoidance of doubt.

- 2 The land notated as "Campsite/Red Land" on drawing WGDP 01 shall only be used to accommodate a maximum of 15 caravans on any day of the calendar year.**

Reason: To protect the visual amenity and character of the area and also help to safeguard the living conditions of nearby dwellings.

- 3 No amplified music to be played or broadcast at any time on any day of the calendar year on the land notated "Campsite/Red Land" or land notated as "Rally Fields/Blue Land" on drawing WGDP 01.**

Reason: To prevent noise and disturbance to nearby residents of the site.

- 4** No music to be played after 2300 hours on any day of the calendar year on the land notated Campsite/Red Land” or land notated as “Rally Fields/Blue Land” on drawing WGDP 01.

Reason: To prevent noise and disturbance to nearby residents of the site at unsociable hours.

- 5** The use of the land for tented camping shall be strictly limited to that part of the site within the area notated as “Rally Fields/Blue Land” on drawing WGDP 01 and shall be used only in connection with the use of the area notated as “Rally Fields/Blue Land” as a whole. No caravans, motorhomes, campervans or other vehicle or structure adapted for human habitation which would fall within the definition of a caravan shall be stationed or parked on this land, which shall not be used for any camping other than for tented camping purposes between 19th March and the 30th September inclusive within any calendar year. That part of the application land within the area notated “Rally Fields/Blue Land” on drawing WGDP 01 shall be used only in connection with the use of the area notated as “Rally Fields/Blue Land” as a whole for a maximum of 20 tents on any day within the time period specified above, save for 10 days when a maximum of 100 tents and also a maximum of 40 tents on 14 additional days can be stationed within the period prescribed above. For the avoidance of any doubt, any day or part thereof when a tent or tents are stationed on the land or when activities incidental to camping are continuing (for example, the stationing of portaloos) is to be regarded as a day’s use for the purposes of this condition.

Reason: To protect the visual amenity and character of the area and also help to safeguard the living conditions of nearby dwellings.

- 6** Notwithstanding the provisions of any Class of the Schedule to Town and Country Planning General Permitted Development Order 1995 (or any order revoking and re-enacting that order with or without modification), there shall be no stationing of any tents on any part of the land other than on the area referred to as Rally Fields/Blue Land on drawing WGDP 01 or within the approved caravan site, and there shall be no stationing of caravans outside of the approved caravan site.

Reason: To protect the visual amenity and character of the area and also help to safeguard the living conditions of nearby dwellings.

- 7** A maximum of 10 fire pits shall be permitted within the land notated as Rally Fields/Blue Land on drawing WGDP 01 within the site and no other fires (excluding domestic barbecues and domestic garden/maintenance fires) shall be lit within any part of the site.

Reason: To prevent noise and disturbance to nearby residents of the site.

- 8** The applicant/site manager shall keep an up-to-date written record of all persons visiting the site for the purposes of recreation and the number of caravans and tents there on any day. The written record shall be maintained made available to the local planning authority for inspection at reasonable notice.

Reason: To support the other conditions.

- 9** There shall be no vehicular access and egress to and from the land used for tented camping from the southernmost vehicular access to the site (adjacent to Over the Hill).

Reason: To safeguard the living conditions of the occupants of Over the Hill

- 10** All external lighting shall be carried out in accordance with the approved Lighting Condition 10 Plan dated 3rd October 2013, received by this office on 7th October 2013 and Condition 10 External Lighting Schedule dated 3rd October 2013, received by this office on 7th October 2013.

Downlighter units numbered 1, 2 and 4 on the External Lighting Schedule for sign illumination shall be mounted so that they are angled into the site and away from the roadway.

Downlighter units numbered 3, 7, 8, 9, 10, 11,12,13,17, 36, 37, 38 & 39 on the External Lighting Schedule shall be mounted with the bottom surface/the source of illumination parallel to and not more than 1m high above ground level.

Wall mounted and bollard light units numbered 5, 6, 14, 15, 16, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31 & 32 on the External Lighting Schedule shall be mounted to not exceed 1m high above existing ground level.

Wall mounted downlighter units numbered 33 and 34 on the External Lighting Schedule shall be mounted with the bottom surface/the source of illumination not more than 2m high above ground level.

All lights shall be on timers to switch off at 10pm.

The lighting hereby approved shall be installed in accordance with the agreed details and maintained as such thereafter. Any existing lights already installed shall be amended to be in accordance with the agreed external lighting scheme as detailed above within 3 months of the date of this decision.

Other than those agreed, there shall be no further lighting of the site, unless otherwise agreed through a new planning permission.

Reason: In order to safeguard visual amenity.

- 11 All landscaping shall be carried out in accordance with the Stonehenge Campsite Landscape Management Plan 2009-2014 (dated 10th October 2012, reference WFG/TA/10.10.11) and the Detailed Planting Proposals 2009-2014 (dated 16/11/2012, reference 390-11 Rev A) accompanying planning application S/2012/1777 subject to the following amendments:**

a) Paragraphs 5.4, 5.5 and 5.6 are replaced as follows:

The first phase will be undertaken at some point between years 2 and 5 (where year 1 is 2009). The first phase will include removal of the 6 individual conifers along the eastern part of the boundary and 9 of the trees in the solid tree belt. This will open up gaps in the existing planting, allowing light in and allowing the establishment of broadleaf species.

In the longer term (that is, between years 10 and 12 unless otherwise agreed in writing by the local planning authority), the remaining conifers will be removed and the gaps will be planted with further broadleaf woodland planting.

b) Paragraph 5.12 which refers to the woodland mix and the associated table is amended to exclude the use of non-native species of Corsican Pine, Larch, Thuja or Evergreen Holm Oak (*Quercus ilex*) or Scots Pine (*Pinus Sylvestris*). Where already planted, these shall be removed within 3 months of the date of this decision, with the exception of the 10 Scots Pine (*Pinus Sylvestris*) already planted which shall be removed by 31st March 2018.

c) The planting key on the Detailed Planting Proposals plan is amended to exclude the use of non-native species of Corsican Pine, Larch, Thuja or Evergreen Holm Oak (*Quercus ilex*) or Scots Pine (*Pinus Sylvestris*). Where already planted, these shall be removed within 3 months of the date of this decision, with the exception of the 10 Scots Pine (*Pinus Sylvestris*) already planted which shall be removed by 31st March 2018.

The approved landscape management plan shall be implemented in full in accordance with the approved timetable.

Reason: To ensure adequate landscaping in order to safeguard visual amenity.

- 12 The approved alarm system that has been fitted to the cesspit providing warning against overflowing, and was agreed in writing by the local planning authority on the 21st October 2011 shall be retained and maintained.**

Reason: To help prevent pollution to watercourses.

- 13 The visibility splays of 4.5m x 75m across the site frontage measured from the centre line of the access adjacent to the**

northern site boundary shall be maintained permanently free obstruction above a height of 300mm.

Reason: In the interests of highway safety.

13 **13/04963/FUL: 2a and 4 Earls Court Road, Amesbury, SP4 7NA**

Public Participation

Miss Ruth Underwood spoke in objection to the application.

Ms Julie Edwards spoke in objection to the application.

Mr Johnnie Johnson spoke in objection to the application.

Mr Richard Greenwood, agent, spoke in support of the application.

The Area Development Manager presented a report which recommended that the application be delegated to the Area Development Manager to approve, subject to the signing of a Section 106 legal agreement to secure financial contributions as detailed in the report. Key issues were stated to include the principle of further residential development on the site, the impact on the character of the area and residential amenity, highway safety and archaeological concerns.

It was explained the application was for five dwellings in groupings of two and three, with ten parking spaces allocated at one end of the development. A previous application for six dwellings and a higher ridgeline had been refused.

Members of the Committee then had the opportunity to ask technical questions of the officer, where details were sought on the materials to be used, the wall to the rear that lay adjacent to a public footpath and nearby listed buildings.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Councillor Fred Westmoreland, then spoke regarding the application, detailing the complexity of some of the concerns regarding the design, access and principle of the application, but that on balance it was suitable.

A debate followed, where the location of the parking spaces to one side of the dwellings was raised as a potential design issue, and the overall character of the area assessed to determine if the proposed dwellings would unduly impact it. The scale of the proposed dwellings and whether this was appropriate was also discussed.

After debate, it was,

Resolved:

To delegate to the Area Development Manager to APPROVE, Subject to the applicant entering into a Section 106 agreement requiring financial contributions towards affordable housing and recreation provision, and subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990, as amended by section 51(1) of the Planning and Compulsory Purchase Act 2004.

2. Before development is commenced, a schedule of materials and finishes, and, where so required by the local planning authority, samples of such materials and finishes, to be used for the external walls and roofs of the proposed development shall be submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: To ensure that the building is appropriately detailed

3. Prior to commencement of the development hereby approved full details of the “new trellis privacy fence between 1.8m and 2.4m high” and the “new retaining wall” shown on drawing no. 0776/02A dated 09/2013 shall be submitted to the local planning authority for approval in writing. The details shall include plans of the design and appearance of the fence and wall and, in the case of the fence, its method of fixing. The fence and wall shall be erected/constructed prior to first occupation of any of the houses, and both shall be retained and maintained in place thereafter.

REASON: The application contains insufficient detail to enable assessment of the fence and wall at this time. The fence is necessary to ensure the privacy of neighbouring properties is safeguarded.

4. Prior to erection of the sheds shown on drawing no. 0776/02A dated 09/2013 details of their design and appearance shall be submitted to the local planning authority for approval in writing. The sheds shall then be erected in accordance with the approved details.

REASON: The application contains insufficient detail to enable assessment of the sheds at this time. Assessment is necessary to ensure the design of the sheds would not have a detrimental impact on amenity.

5. No works, including demolition works, shall commence until a report providing the results of a bat survey undertaken by an independent ecologist has been submitted for local planning authority approval. The report will include the findings of a phase 1 bat survey and any subsequent phase 2 surveys deemed necessary by the ecologist, provide details of any necessary mitigation measures and recommend whether a Natural England licence is required for works

to proceed. The works will be undertaken in accordance with the recommendations of the approved report.

REASON: To safeguard protected wildlife species.

6. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), there shall be no additions to, or extensions or enlargements of any buildings forming part of the development hereby permitted.

REASON: In the interests of the amenities of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for additions, extensions or enlargements.

7. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), no window, dormer window or rooflight, other than those shown on the approved plans, shall be inserted in the side elevations or roofslopes of the development hereby permitted.

REASON: In the interests of residential amenity and privacy.

8. No part of the development hereby permitted shall be first occupied until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.

REASON: In the interests of highway safety.

9. No construction works or deliveries shall take place on Sundays or public holidays or outside the hours of 8.00am and 6.00pm weekdays or 8.am to 1.00pm on Saturdays.

REASON: In the interests of neighbouring amenities- Policy G2

10. No burning of waste shall take place on the site during the demolition or construction phase of the development.

REASON: In the interests of residential amenity.

11. This development shall be in accordance with the submitted drawings:

- 0766/01 rev D, dated September 2013 and received to this office on 07/11/13
- 0766/02 rev A, dated September 2013 and received to this office on 09/10/13
- 0766/03 rev A, dated September 2013 and received to this office on 09/10/13
- 0766/04 rev A, dated September 2013 and received to this office on 09/10/13

REASON: For the avoidance of doubt.

12. Prior to commencement of the development hereby approved a scheme shall be submitted to the local planning authority indicating how surface water will be managed on site to prevent run-off from the car parking court on to the public highway. The scheme shall be implemented as approved prior to first occupation of any of the new houses and retained thereafter.

REASON: To ensure appropriate management of surface water in the interests of amenity and highway safety.

INFORMATIVE:

There is a risk that reptiles such as slow worms or grass snakes could occupy the application site. These species are protected by the Wildlife and Countryside Act 1981 (as amended) and planning permission does not provide a defence against prosecution under this Act. In order to minimise the risk of these species occurring on the site, the developer is advised to clear vegetation by hand. If these species are found during the works, the applicant is advised to stop work and follow advice from an independent ecologist.

The adults, young, eggs and nests of all species of birds are protected by the Wildlife and Countryside Act 1981 (as amended) while they are breeding and planning permission does not provide a defence against prosecution under this Act. The applicant is advised to check any structure or vegetation capable of supporting breeding birds and delay removing or altering such features until after young birds have fledged. Damage to extensive areas that could contain nests/breeding birds should be undertaken outside the breeding season. The season is usually taken to be the period between 1st March and 31st August but some species are known to breed outside these limits.

14 **13/04200/FUL: Lyvers Farm, Lyvers Lane, East Grimstead, Salisbury, SP5 3RX**

Public Participation

Mr Nigel Lilley, agent, spoke in support of the application.

Mr Anthony Cooper, applicant, spoke in support of the application.

Mr Robert Amor, East Grimstead parish Council, spoke in objection to the application.

The Area Development Manager presented a report which recommended that permission be granted. Key issues were stated to include the principle of the development in its location, design and impact and highway safety.

Members of the Committee then had the opportunity to ask technical questions of the officer, where it was confirmed that demolition of existing structures was a part of the application.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Councillor Richard Britton then spoke in objection to the application.

A debate followed, where whether the site was in a sustainable location in the open countryside as required by national policy was raised, along with concerns regarding affordable housing contributions.

After debate, it was,

Resolved:

That Planning Permission be REFUSED for the following reasons:

- 1. The application site lies within an unsustainable location in open countryside. The proposal, to clear the site and erect a large detached house and outbuilding for unrestricted occupation, comprises inappropriate and unsustainable development in the open countryside as a matter of principle. Furthermore, the domestication of the site as a consequence of the erection of the dwelling and the laying out of a garden with associated domestic paraphernalia would detract from the visual amenities and essentially pastoral character of the area. This is contrary to Policies G1, G2(iv), C2 and H23 of the Salisbury District Local Plan (which are 'saved' policies in the South Wiltshire Core Strategy), Policy CP1 of the South Wiltshire Core Strategy, and the National Planning Policy Framework (paragraph 55).**
- 2. The application site has previously been used for uses falling within Class B1 and/or has extant consent for uses falling within Class B1 and Class B8. Policy CP5 of the South Wiltshire Core Strategy seeks to protect sites such as this which provide employment opportunities. As the site is considered to be appropriate for continued employment**

use and as it has not been demonstrated that the site is no longer viable for any other employment use following genuine and sustained attempts to sell or let it, its use for non-Class B1 and B8 would be detrimental to the economic objectives of the Core Strategy, and more specifically, would be contrary to Policy CP5.

15 **Urgent Items**

There were no urgent items

(Duration of meeting: 6.00 - 10.20 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line (01225) 718504, e-mail kieran.elliott@wiltshire.gov.uk

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

SOUTHERN AREA PLANNING COMMITTEE

DRAFT MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING HELD ON 6 FEBRUARY 2014 AT ALAMEIN SUITE - CITY HALL, MALTHOUSE LANE, SALISBURY, SP2 7TU.

Present:

Cllr Brian Dalton, Cllr Tony Deane (Substitute), Cllr Christopher Devine (Vice-Chair, in the Chair), Cllr Jose Green, Cllr Mike Hewitt, Cllr George Jeans, Cllr Ian McLennan, Cllr John Smale (Substitute), Cllr Ian Tomes and Cllr Ian West

Also Present:

Cllr John Walsh

16 Apologies for Absence

Apologies were received from Cllr Richard Clewer, Cllr Richard Britton and Cllr Fred Westmoreland.

Councillor Clewer was substituted by Councillor Tony Deane.

Councillor Britton was substituted by Councillor John Smale.

17 Minutes

The minutes of the meeting held on 16 January 2014 were presented for consideration.

Resolved:

That subject to the removal of the Informative under Minute 14, to APPROVE as a correct record and sign the minutes.

18 Declarations of Interest

There were no declarations.

19 Chairman's Announcements

The Chairman explained the meeting procedure to the members of the public.

20 **Public Participation and Councillors' Questions**

The committee noted the rules on public participation.

21 **Planning Appeals**

Attention was drawn to the late list of observations and additions provided at the meeting, and to be made available online after the meeting.

22 **Planning Applications**

Attention was drawn to the late list of observations and additions provided at the meeting, and to be made available online after the meeting.

23 **13/02939/FUL: Salisbury Divisional Police HQ, Wilton Road, Salisbury, SP2 7HR**

Public Participation

Mr Hill spoke in objection to the application.

Mr Koenders spoke in objections to the application.

Mr Scott Taachi, agent, spoke in support of the application.

Cllr Margaret Wilmot, Salisbury City Council, spoke in support of the application.

The planning officer gave a presentation to members and attendees detailing the application. The officer raised issues relating to the potential increase in congestion and parking. The application was recommended for approval.

Technical questions were received from members; these included the affect of the development on the A36, the Highways Agency's position on the application, issues relating to bicycle storage and motorcycle parking and the age and number of students who would be attending the University Technical College (UTC).

In response to queries regarding potential future interest in the site from Wiltshire Council, the legal officer advised the members of the planning committee that they were not precluded from considering the application by virtue of being councillors of Wiltshire Council. The usual rules applied to the members of the committee in terms of pre-determination and bias. The members of the committee were, as with any application, to determine the matter based solely on the planning merits of the application before them and the change in landownership that may occur in the future was not a material planning consideration nor was any benefit or otherwise that may fall to Wiltshire Council if it was to become the landowner.

Members of the public then had the opportunity to present their views to the committee as detailed above.

The Local member, Cllr John Walsh, stated his support for the scheme but raised concerns regarding parking and drop off arrangements.

Members discussed parking concerns and the impact that the application would have on Salisbury and in particular properties surrounding the site. The need for further work to be done on the robust travel plan was discussed in detail but members agreed that the UTC would be a positive addition to Salisbury.

Concerns were raised by the closure of the police custody suite and also the number of students attending the UTC from outside Salisbury.

Resolved:

That permission be granted subject to the following conditions:

1) The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2) The development shall only be undertaken in accordance with the following approved plans:

Plan Ref....P-010 (Block Plan)... Dated....13.08.13....
Plan Ref....P-021 D (Proposed Site Plan)... Dated....20.01.14....
Plan Ref....P-022 C (Proposed Landscape Plan)... Dated....20.01.14....
Plan Ref....P-023 C (Proposed Boundary Treatment).. Dated....20.01.14....
Plan Ref....P-030 (Existing & Proposed Site Sections). Dated....13.08.13....
Plan Ref....P-061 (Proposed Elevations)... Dated....13.08.13....
Plan Ref....P-050 A (Proposed Ground Floor Plan)... Dated....13.08.13....
Plan Ref....P-051 (Proposed Upper & Basement Floor Plan)..Dated....13.08.13....
Plan Ref....P-052 (Roof Plan)... Dated....13.08.13....
Plan Ref....P-061 (Proposed Elevations)... Dated....13.08.13....
Plan Ref....P-061 (Proposed Elevations)... Dated....13.08.13....
Plan Ref....M7 (Ground Floor Ventilation)... Dated....13.08.13....

Reason: For the avoidance of doubt.

No development shall commence until a written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority. The programme of archaeological work shall be carried out in accordance with the agreed details.

Reason: To enable the recording of any matters of archaeological interest.

4) Before development is commenced, a schedule of materials and finishes, and, where so required by the Local Planning Authority, samples of such materials and finishes, to be used for the external wall[s] and roof[s] of the proposed development shall be submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: To secure a harmonious form of development.

5) No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:

- (a) details of trees and hedgerows to be retained, together with measures for their protection in the course of development;**
- (b) details of new trees and hedgerows to be planted, including species;**
- (c) means of enclosure;**
- (d) car park layouts;**
- (e) hard surfacing materials;**
- (f) minor artefacts and structures (e.g. furniture, play equipment, refuse and other storage units, signs, lighting etc)**

Reason: To ensure a satisfactory landscaped setting for the development.

6) All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

Reason: To ensure a satisfactory landscaped setting for the development.

7) For the first 4 years of the operation of the UTC, an annual review of the pick-up and drop-off facility must be completed by the UTC to ensure there is and will be no overspill of vehicles onto the A36(T). The reviews shall include a written report, detailing monitoring of the effectiveness of the pick-up and drop-off facility over the year, and recommendations to mitigate any identified problems, and shall be submitted to and agreed in writing by the local planning authority (in conjunction with the Highways Agency) prior to the commencement of the following academic year. Any review recommendations shall be implemented in accordance with a timetable agreed in writing by the local planning authority (in conjunction with the Highways Agency) and shall be maintained thereafter.

Reason: To ensure the safe and efficient operation of the A36(T)

Prior to the occupation of the development the 25 pick-up parking spaces (as demarcated on plan ref: P-022 C) shall be made available for the sole purpose of vehicles collecting pupils during the after school pick-up period, and shall be maintained for this purpose thereafter unless otherwise agreed in writing by the local planning authority.

Reason: To ensure the safe and efficient operation of the A36(T)

9) Prior to the occupation of the development a Travel Plan shall have been submitted to and approved in writing by the Local Planning Authority (in conjunction with the Highways Agency). The development shall thereafter be operated in accordance with the Travel Plan.

Reason: To ensure the safe and efficient operation of the A36(T) and to maximise the development's sustainable transport potential.

10) Prior to the occupation of the development a new pedestrian refuge on the A36, generally based upon the preliminary layout illustrated within Appendix G of the submitted Travel Plan (Mott MacDonald, August 2013) shall have been formed and made ready for use.

Reason: To provide safe pedestrian access to the west-bound bus stop.

11) No engineering works, industrial processes, plant or machinery shall be carried out/installed outside the workshops/garages, and all doors serving any of the engineering workshops / garages shall remain closed when they are in use.

Reason: In the interests of neighbouring amenity.

12) Before the development hereby permitted commences a scheme of acoustic insulation shall be submitted to and approved in writing by the Local Planning Authority specifying the measures that will be taken for the purposes of preventing and controlling the emission of noise from externally mounted plant, equipment and ventilation systems. The approved scheme shall be implemented before the development is first brought into use and shall be maintained at all times thereafter in accordance with the approved details.

Reason: In the interests of neighbouring amenity.

13) Before the development hereby permitted commences a scheme of acoustic insulation shall be submitted to and approved in writing by the Local Planning Authority specifying the measures that will be taken for the purposes of preventing and controlling the emission of noise from all workshops and garages. The approved scheme shall be implemented

before the development is first brought into use and shall be maintained at all times thereafter in accordance with the approved details.

Reason: In the interests of neighbouring amenity.

14) Before the development hereby permitted commences a scheme for the discharge and control of fumes, gasses and odours from the approved workshops, garages, laboratories and catering facilities shall be submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be implemented before the development is first brought into use and shall be maintained at all times thereafter in accordance with the approved details.

Reason: In the interests of neighbouring amenity.

15) There shall be no pupils/members of the public on the site outside the hours of 21:00 in the evening and 08:00 in the morning from Mondays to Fridays and between 21:00 Friday evening and 09:00 Saturday morning and from 17:00 Saturday afternoon to Monday 08:00 in the morning, nor at any time on Sundays and Bank or Public Holidays.

Reason: To ensure the creation/retention of an environment free from intrusive levels of noise and activity in the interests of the amenity of the area.

16) No construction or demolition work shall take place on Sundays or Public Holidays or outside the hours of 07:30 to 18:00 on weekdays and 08:00 to 13:00 on Saturdays. This condition shall not apply to the internal fitting out of the development.

Reason: In the interests of neighbouring amenity.

17) No development shall commence until a surface water drainage scheme for the site, based on sustainable drainage principles has been submitted to and approved in writing by the local planning authority. The submitted details shall clarify the intended future ownership and maintenance provision for all drainage works serving the site. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed.

Reason: To prevent the increased risk of flooding, and ensure future maintenance of the surface water drainage system.

18) Development shall be carried out in accordance with the recommendations of the Report on Site Investigation (BAM Construction Report 728220 Rev 01 - January 2014).

Reason: To protect controlled waters from pollution.

19) If, during development, contamination not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing with the local planning authority) shall be carried out until the developer has submitted a remediation strategy to the local planning authority detailing how this unsuspected contamination shall be dealt with and obtained written approval from the local planning authority. The remediation strategy shall be implemented as approved.

Reason: To protect controlled waters from pollution.

20) No infiltration of surface water drainage into the ground is permitted other than with the express written consent of the local planning authority, which may be given for those parts of the site where it has been demonstrated that there is no resultant unacceptable risk to controlled waters. The development shall be carried out in accordance with the approval details.

Reason: In some cases the infiltration of surface water through contaminated ground can present an unacceptable risk of pollution to controlled waters.

21) Piling or any other foundation designs using penetrative methods shall not be permitted other than with the express written consent of the local planning authority, which may be given for those parts of the site where it has been demonstrated that there is no resultant unacceptable risk to groundwater

Reason: In some cases piling through contaminated ground can present an unacceptable risk of pollution to controlled waters.

INFORMATIVE:

Condition 9 – Travel Plan

The Travel Plan shall have particular regard to the following:

- **Maximising use of the Wilton Park & Ride;**
- **Measures to control student car parking within surrounding residential streets;**
- **Investigating the creation of pedestrian and/or cycle links from the north and/or east of the site, including on-going investigation to ensure opportunities are taken when the land adjacent to the Police Houses is made available for any future potential re-development.**

The Travel plan shall be agreed by the Local Planning Authority, comprising officers and the chairman of the Southern Area Planning Committee.

24 **13/07359/FUL: 88 Ridge, Chilmark, Salisbury, SP3 5BS**

Public Participation

Mr Robert Molteno spoke in objection to the application.

Mr James Cain, agent, spoke in support of the application.

Mrs Boase, applicant, spoke in support of the application.

Cllr Mike Lennard, Chilmark Parish Council, spoke in objection to the application.

The planning officer gave a presentation to members and attendees detailing the application. Similar application had been refused by the committee in November 2013. Officers approved the application due to the reduced scale. Concern was previously raised in regards to the development potentially being used as a dwelling in the future.

Technical questions were asked by members, which included the definition of a dwelling, the potential installation of running water and the potential installation of roof lights. The location of the development in relation to the footpath was discussed and the potential for conditions on the retention of hedgerows was deemed unrealistic.

The Local Member, Cllr Bridget Wayman – who was unable to attend due to other Council business – provided a written objection, stating a need to protect the local environment.

Members discussed potential conditions, the size of the windows and compared the new application to the previous one.

Members of the public then had the opportunity to present their views to the committee as detailed above.

Resolved:

That Planning Permission be APPROVED subject to the following CONDITIONS:

1) The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON:

To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2) The development hereby permitted shall be carried out in accordance with the following approved plans:

P 1221/01 dated August 2013 received 23/12/13

1221/03 dated Dec 2013 received 23/12/13

1221/04 dated Dec 2013 received 23/12/13

REASON:

For the avoidance of doubt and in the interests of proper planning.

3) The outbuilding hereby permitted shall not be occupied at any time other than for purposes ancillary to the residential use of the main dwelling, known as 88 Ridge and it shall remain within the same planning unit as the main dwelling.

REASON: To comply with the terms of the planning application and to enable the local planning authority to retain control over the use of the development having regard to its location within a sensitive landscape and close to other residential properties.

25 Urgent Items

There were no urgent items

(Duration of meeting: 6.00 - 8.05 pm)

The Officer who has produced these minutes is David Parkes of Democratic Services, direct line (01225) 718220, e-mail david.parkes@wiltshire.gov.uk

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

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STRATEGIC PLANNING COMMITTEE

MINUTES OF THE STRATEGIC PLANNING COMMITTEE MEETING HELD ON 22 JANUARY 2014 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.

Present:

Cllr Glenis Ansell, Cllr Terry Chivers, Cllr Andrew Davis (Chairman), Cllr Jose Green (Vice Chairman), Cllr Charles Howard, Cllr Bill Moss, Cllr Anthony Trotman, Cllr Nick Watts, Cllr Fred Westmoreland and Cllr Graham Wright

Also Present:

Cllr Alan Hill, Cllr Peter Hutton, Cllr Jacqui Lay and Cllr Philip Whalley

1 Apologies for Absence

An apology for absence was received from Cllr Christopher Newbury.

2 Minutes of the Previous Meeting

Resolved:

To confirm and sign as a correct record the minutes of the previous meeting held on 11 December 2013.

3 Declarations of Interest

Cllrs Glenis Ansell and Tony Trotman declared non-pecuniary interests in application nos. N/13/01610/WCM – Extension to Condition 9 of N/88/1828 – retention of Concrete Products Factory, Sands Farm Quarry, Sand Pit Lane, Calne, SN11 8TJ and N/12/0438/OUT – Marden Farm, Rookery Park, Calne, SN11 0LH, by virtue of being members of Calne Town Council, but would speak and vote on each item, considering each on its merits.

Cllr Nick Watts declared a non-pecuniary interest in application no. N13/01747/FUL – Hunters Moon, Eastern Lane, Chippenham, SN14 0RW by virtue of being a member of Chippenham Town Council, but would speak and vote on the item, considering the item on its merits.

4 **Chairman's Announcements**

The Chairman explained that this meeting was being held at Monkton Park, Chippenham because all the items under consideration were in respect of applications from the north of the County. However, he announced that normally meetings of this Committee would be held at County Hall, Trowbridge.

5 **Public Participation and Councillors' Questions**

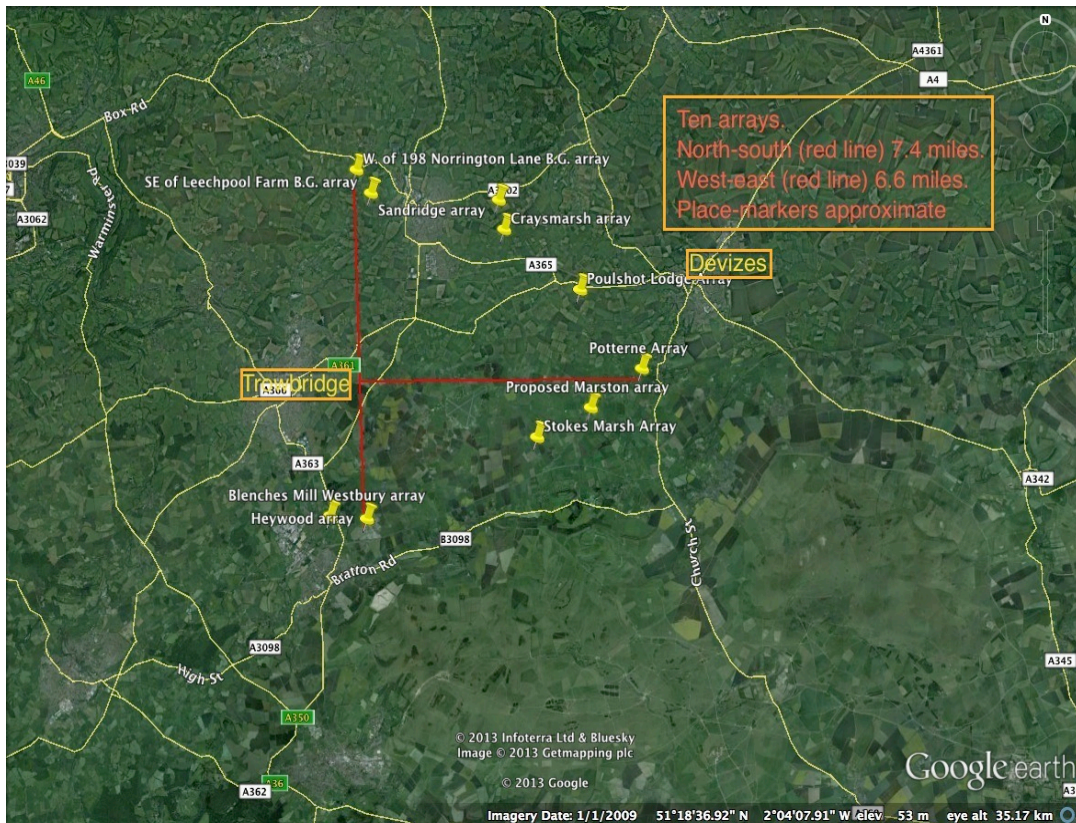
Questions were asked by members of the public and responses given as follows:-

Question from Mrs Anne Henshaw North Wiltshire and Swindon CPRE Interpretation of 'cumulative impact' of multiple solar-farm developments.

Paragraph 97 of the NPPF calls for authorities to ensure that adverse impacts of renewable and low-carbon developments are addressed satisfactorily, including cumulative landscape and visual impacts. There are now ten solar developments proposed or permitted in an arc stretching 7.5 miles north-to-south to the east of Trowbridge. Does this Committee agree that, as part of its positive strategy to promote renewable and low-carbon sources (in accordance with NPPF para. 97), it should have a published, county-wide strategy or set of principles for siting solar arrays, and for evaluating their landscape and visual impacts, with special concern for sequential effects?

The example given demonstrates potential for similar scenarios throughout the county.

Image of clustering of arrays



Response

The emerging Core Strategy encourages and promotes renewable energy installations. Core Policy 42 will apply across the County and sets out the principal factors that applications for solar farm developments will be evaluated against. These include the impact on the landscape. This policy, when taken together with national planning policy and guidance, will provide a satisfactory framework at national and local level for assessing planning applications for solar farms and other renewable energy installations.

Mrs Henshaw thereupon gave notice that she wished to ask a supplementary question to which the Chairman asked her to submit it in writing following which a response would be sent to her from the Committee.

Questions from Mr John Kirkman, Kennet CPRE

1. Determination of solar farm applications by delegated powers

The Scheme of Delegation Specific to Planning states that large-scale major developments which, by their nature (e.g. scale, location etc.) have wider strategic implications and raise issues of more than local importance shall be dealt with by the Strategic Planning Committee. However, several applications* to develop large-scale solar arrays, all more than 2 ha, and raising the "more than local" strategic issue of cumulative impact of multiple solar developments within a limited area have been determined under delegated powers.

Why did the Council not follow its own Constitution and determine these applications in the Strategic Planning Committee?

* For example: 13/01962 Heywood 12.2ha, 13/01561 Brokenborough Malmsbury 7.45ha, 13/02309 Coulston 16.6ha, 13/01311 Allington 27ha. 13/05244 Poulshot is 32.2ha.

Response

The Council carefully considers each planning application on its own merits and deals with them in accordance with its constitution. The Council has determined a number of planning applications for solar arrays in different parts of the county, but none of these have had any wider strategic implications or raised issues of more than local importance. Local parish councils have been increasingly engaged at both pre-application and application stages, ensuring that local views are taken into account.

Mr Kirkman thereupon gave notice that he wished to ask a supplementary question to which the Chairman asked him to submit it in writing following which a response would be sent to him from the Committee.

2. Status of planning guidance published by Government Departments.

In a recent report on a planning application*, the case officer declared that the DECC document *UK Solar PV Strategy Part 1: Roadmap to a Brighter Future* "does not as yet carry any status as formal Government Guidance". This comment implies that, in the determination of that case, no weight was given to the principles set out in the Roadmap. In fact, the Roadmap itself explains that "This Roadmap document forms the first element of a two-part Strategy process. The second part will be a full Strategy Document which will be published in spring 2014." (*Roadmap* para.90).

Does this Committee agree that the Council's strategic consideration of solar-array developments should be guided, inter alia, by the Roadmap, and by the DCLG document *Planning Practice Guidance for Renewable and Low-Carbon energy*?

* 13/02309/FUL

Response

National planning guidance on solar farms is contained in the National Planning Policy Framework (NPPF), and the Planning practice guidance for renewable and low carbon energy published by DCLG in 2013. The DECC 'Roadmap' addresses wider matters associated with the development of solar photovoltaics in the UK and in relation to planning, simply reflects the planning practice guidance published by DCLG. The Council will continue to consider planning applications for solar farms in accordance with development plan policy, national planning guidance and any other relevant material considerations.

Mr Kirkman thereupon gave notice that he wished to ask a supplementary question to which the Chairman asked him to submit it in writing following which a response would be sent to him from the Committee.

There were no questions received from members of the Council.

Members of the public addressed the Committee as set out in Minute Nos. 6 -9 below.

6 **N/13/01610/WCM - Extension to Condition 9 of N.88/1828 - Retention of Concrete Products Factory) Sands Farm Quarry, Sand Pit Road, Calne, SN11 8TJ for Aggregate Industries Ltd.**

The following people spoke against the proposal:

Ms Luisa Crook, representing Sandpit Road Residents' Association
Mrs Anne Henshaw, representing Sandpit Road Residents' Association and North Wiltshire & Swindon CPRE

The following spoke in favour of the proposal:

Mr John Penny, representing the applicant

The Committee received a presentation by the Case Officer which set out the main issues in respect of the application. He introduced the report which recommended that the planning application be approved, subject to completion of a variation of the legal agreement attached to N/88/1828 and conditions.

Members of the Committee then had the opportunity to ask technical questions after which the Committee received statements from members of the public as detailed above, expressing their views regarding the planning application.

Members then heard the views of Cllrs Alan Hill and Tony Trotman, local Members, both of whom considered that the hours of operation of the site should be limited to the hours agreed for lorry movements to and from the site.

After discussion, during which several Members did not consider that conditions should be imposed on the hours of operation of the site,

Resolved:

That, subject to completion of a variation of the legal agreement attached to N/88/1828 dated 2 February 1989, planning permission be granted subject to the following conditions:-

- 1. The development should be carried out in accordance with the submitted Plan Nos 8831/01 and 8831/02 and accompanying statement dated 15th June 1988.**

Reason: To define the nature and extent of the development permitted.
- 2. All vehicular access and egress to and from the site shall be from Sandpit Road and the junction with Oxford Road. No other access shall be used by vehicles entering or exiting the site.**

Reason: In the interests of highway safety and safeguarding local amenity.

Policy: MDC8 of the Wiltshire and Swindon Minerals Development Control Policies DPD
- 3. No commercial vehicle shall leave the site unless its wheels and underside chassis are clean to prevent materials, including mud or other detritus, being deposited on the public highway.**

Reason: In the interests of highway safety and safeguarding local amenity.

Policy: MDC8 of the Wiltshire and Swindon Minerals Development Control Policies DPD
- 4. The measures detailed in the Environmental Noise and Dust Control Scheme prepared by Advance Environmental dated 10 October 2013 shall be implemented in full from the date of this permission and shall be complied with at all times.**

Reason: To protect the amenities of the locality from the effects of any noise or dust arising from the development.

Policy: MDC2 of the Wiltshire and Swindon Minerals Development Control Policies DPD
- 5. The storage of finished products in the stock yard shall not exceed 3 metres in height.**

Reason: To safeguard the amenities of the area.

Policy: MDC1 of the Wiltshire and Swindon Minerals Development Control Policies DPD
- 6. The building and products stock yard hereby permitted shall be removed, the use thereof shall be discontinued and the land reinstated to its former condition at or before 30 November 2022 or the cessation of the processing of sand as permitted under planning permission N/10/03280/WCM, whichever is the sooner.**

Reason: In the interests of the amenity of the area and to ensure the building hereby permitted is not used for inappropriate purposes.

Policy: MDC2 of the Wiltshire and Swindon Minerals Development Control Policies DPD

7. The building hereby permitted shall be used solely for the manufacture of concrete products and for no other purpose.

Reason: In the interests of the amenity of the area and to ensure the building hereby permitted is not used for inappropriate purposes.

Policy: MDC2 of the Wiltshire and Swindon Minerals Development Control Policies DPD

8. No lorry traffic shall enter or leave the site except between the hours of:

0700 hours and 1800 hours Monday to Friday; and

0700 hours and 1300 hours Saturday.

No vehicles shall enter or leave the site on Sundays or Public Holidays.

Reason: To safeguard the amenity of local residents and properties adjacent to Sandpit Road.

Policy: MDC2 of the Wiltshire and Swindon Minerals Development Control Policies DPD

- 7 **N/13/01916/WCM - Retention of existing compost facility, access & increase in throughput at Parkgate Farm Waste Management Facility, Purton, SN5 4HG for Hills Waste Solutions Ltd.**

The following people spoke against the proposal:

Dr Richard Pagett, representing Purton Ps & Qs

Cllr John Coole, representing Cricklade Town Council

The Committee received a presentation by the Case Officer which set out the main issues in respect of the application. He reported that the Applicant had submitted an appeal in respect of the application on the grounds of non-determination, that is the Council's failure to determine the application by the agreed date of 13 November 2013. He explained that as a consequence no formal decision could be made by the Council in respect of this application. However, in order to progress with the appeal and in light of the call-in request, Officers now sought the opinion of the Committee in respect of the application

had they been in a position to determine it and on what grounds the Committee wished to contest the scheme at appeal, if at all.

Members of the Committee then had the opportunity to ask technical questions after which the Committee received statements from members of the public as detailed above, expressing their views regarding the planning application.

Members then heard the views of Cllr Jacqui Lay, the local Member, who considered that the appeal should be defended.

After discussion,

Resolved:

(1) To agree that had the Council been in a position to determine the application, the Committee would have been mindful to refuse planning permission for the following reasons:-

1. **Insufficient information has been submitted to demonstrate that the increase in throughput of green waste managed at the site can be done so without causing adverse off-site odour impact. The application is not supported by a detailed odour impact assessment. The omission of an assessment of the impacts relating to odour is contrary to the provisions of Policy WDC2 of the Waste Development Control Policies DPD.**

2. **Insufficient information has been submitted to demonstrate the proposals facilitate sustainable transport by mitigating or compensating for any adverse impact on the safety, capacity and use of the highway network or minimises transportation distances. The omission of an assessment of the impacts relating to the transportation of waste is contrary to the requirements of Policy WDC2 and Policy WDC11 of the Waste Development Control Policies DPD.**

(2) To authorise the Officers to contest the appeal on these grounds.

8 **N13/01747/FUL - Hunters Moon, Easton Lane, Chippenham, SN14 0RW**

The following people spoke against the proposal:

Mr Paul Martin, a local resident
Cllr Peter Pearson, representing Corsham Town Council

The following spoke in favour of the proposal:

Mr Lawrence Turner, planning consultant, representing the applicant
Mr Nick Puntis, a local resident
Cllr Linda Packard, representing Chippenham Town Council

The Committee received a presentation by the Case Officer which set out the main issues in respect of the application. He introduced the report which recommended that the planning application be approved, subject to all parties entering into a Section 106 legal agreement and planning conditions.

Members of the Committee then had the opportunity to ask technical questions after which the Committee received statements from members of the public as detailed above, expressing their views regarding the planning application.

Members then heard the views of Cllr Peter Whalley, the local Member, objecting to the proposal on the grounds that the application site was not identified in the draft Wiltshire Core Strategy as a site for strategic development and considered that a decision on the current planning application should be deferred until strategic development sites had been identified.

Cllr Peter Hutton, an adjoining local Councillor, spoke in favour of the application, which although technically was situated within the Corsham Town Constituency was in reality much closer associated with Chippenham.

After discussion, during which several Members considered that the application site should be limited to a maximum of 450 homes and that a standard archaeological condition should be included,

Resolved:

Subject to all parties entering into an agreement under s106 of The Act (as amended) in relation to the following matters:

- **The delivery of affordable housing**
- **The delivery and maintenance of on-site play and public open space**
- **The delivery of site access works, cycleways, off-site works including works to Pheasant roundabout, and provision of new bus to allow dedicated service to run through the site**
- **The delivery of costs associated with proposed Travel Plan**
- **The delivery of a contribution towards strategic highways works**
- **The delivery of 1.2 hectare of land for the provision of a single-form entry primary school**
- **The delivery of a contribution towards local education provision**

to delegate to the Area Development Manager to grant planning permission, subject to the following conditions:-

1. The detailed element (ie. the part of the site befitting from full planning permission) of the development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. The outline element of the development hereby permitted shall be begun either before the expiration of three years from the date of this permission, or before the expiration of two years from the date of approval of the last of the reserved matters to be approved, whichever is the later.

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

3. No development shall commence on site until details of the following matters (in respect of which approval is expressly reserved) have been submitted to, and approved in writing by, the Local Planning Authority:
 - (a) The scale of the development;
 - (b) The layout of the development;
 - (c) The external appearance of the development;
 - (d) The landscaping of the site;

The development shall be carried out in accordance with the approved details.

REASON: The application was made for outline planning permission and is granted to comply with the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 3(1) of the Town and Country Planning (General Development Procedure) Order 1995.

4. An application for the approval of all of the reserved matters shall be made to the Local Planning Authority before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990.

5. The development hereby permitted shall be implemented in accordance with the submitted plans and documents listed below. No variation from the approved plans should be made without the prior approval of the local planning authority. Amendments may require the submission of a further application.

- SW-0005-12-MAS.01J – Phase 1 Layout, received 22nd November 2013
- SW-0005-12-MAT.01C – Phase 1 Materials Plan, received 22nd November 2013
- GA10-1 A – Proposed improvements, received 22nd November 2013
- GA10-2 C – Extension from Methuen Business Park, received 22nd November 2013
- GA10-3 E – Easton Lane Employment Access, received 22nd November 2013
- GA10-4 E – Easton Lane Site Access, received 22nd November 2013
- GA10-5 B – Proposed footway / cycleway, received 22nd November 2013
- GA10-6 C – Proposed footway / cycleway, received 22nd November 2013
- GA10-7 A – Pheasant roundabout proposed toucan crossings, received 22nd November 2013
- SW-0005-12-HWY.01B – Highway Adoption, received 22nd November 2013
- 2B4P-3B5P-4B6P.01 Rev B – Elevations Affordable, received 19th November 2013
- 2B4P-3B5P-4B6P.02 Rev B – Floor plans Affordable, received 19th November 2013
- 2B4P-3B5P.01 Rev B – Floor plans and elevations affordable block, received 19th November 2013
- SW-0005-12-AFF.01B – Affordable housing, received 19th November 2013
- 303.01 Rev B – Floor plans and elevations cottage brick, received 19th November 2013
- 1BF03-2B4P-3B5P.01 Rev A – Elevations affordable, received 8th November 2013
- 2B4P.02 Rev A – Floor plans and elevations affordable brick, received 8th November 2013
- 504.03 Rev A – Elevations cottage brick, received 8th November 2013
- 1BF01-2B4P-3B5P.01 Rev A – Elevations affordable, received 8th November 2013

- 1BF01-2B4P-3B5P.02 Rev A – Floor plans affordable, received 8th November 2013
- 1BF01.01 – Floor plans and elevations, received 8th November 2013
- 410.01 Rev A – Floor plans and elevations arts and crafts stone, received 8th November 2013
- 420.01 – Floor plans and elevations arts and crafts brick, received 8th November 2013
- 415.02 Rev A – Floor plans and elevations arts and crafts brick, received 8th November 2013
- 412.02 Rev A – Floor plans and elevations arts and crafts stone, received 8th November 2013
- 415.03 – Floor plans and elevations cottage brick, received 8th November 2013
- 421.01 Rev A – Elevations arts and crafts stone, received 8th November 2013
- 421.02 Rev A – Floor plans arts and crafts stone, received 8th November 2013
- 411.01 Rev A – Floor plans and elevations cottage brick, received 8th November 2013
- 406.01 Rev A – Elevations cottage stone, received 8th November 2013
- 412.01 Rev A – Floor plans and elevations cottage stone, received 8th November 2013
- 400.01 Rev A – Floor plans and elevations cottage brick, received 8th November 2013
- 2B4P-3B5P.05 – Elevations affordable brick, received 8th November 2013
- 2B4P-3B5P.04 – Floor plans affordable brick, received 8th November 2013
- 1BF03-2B4P-3B5P.02 Rev A – Elevations affordable, received 8th November 2013
- 420.02 Rev A – Floor plans and elevations cottage brick, received 8th November 2013
- 504.04 Rev A – Floor plans cottage, received 8th November 2013
- 418.01 Rev A – Elevations cottage brick, received 8th November 2013
- 418.02 Rev A – Floor plans cottage brick, received 8th November 2013
- 415.01 Rev A – Floor plans and elevations cottage brick, received 8th November 2013
- 304-305.01 Rev A – Elevations arts and crafts stone and render, received 8th November 2013

- 304-305.02 Rev A – Floor plans arts and crafts stone and render, received 8th November 2013
- 206-301-305.01 Rev A – Elevations arts and crafts brick and stone, received 8th November 2013
- 206-301-305.02 Rev A – Elevations arts and crafts brick and stone, received 8th November 2013
- 206-301-305.03 Rev A – Floor plans arts and crafts brick and stone, received 8th November 2013
- 2B4P.01 Rev A – Floor plans and elevations affordable brick, received 8th November 2013
- 2B4P-3B5P.03 Rev A – Floor plans and elevations affordable brick, received 8th November 2013
- 410.03 Rev A – Floor plans and elevations cottage stone, received 8th November 2013
- 3B5P.01 – Floor plans and elevations
- 400.02 Rev A – Floor plans and elevations cottage stone, received 8th November 2013
- 303-351-350.01 Rev A – Elevations arts and crafts and cottage, received 8th November 2013
- 303-351-350.02 Rev A – Elevations arts and crafts and cottage, received 8th November 2013
- 303-351-350.03 Rev A – Floor plans arts and crafts and cottage, received 8th November 2013
- 303-351-350.04 Rev A – Floor plans arts and crafts and cottage, received 8th November 2013
- 303-351-350.05 Rev A – Floor plans arts and crafts and cottage, received 8th November 2013
- SW-0005-12-STESC-01 Rev A – Streetscenes, received 8th November 2013
- SW-0005-12-STESC-01 Rev A – Streetscenes, received 8th November 2013
- Garage.01 – Floor plans and elevations garage stone and brick
- Garage.02 – Floor plans and elevations garage stone and brick
- Garage.03 – Floor plans and elevations garage brick
- 504.01 – Elevations arts and crafts stone
- 504.02 – Floor plans arts and crafts stone
- 410.02 – Floor plans and elevations arts and crafts brick
- 1BF01-2B4P.02 – Floor plans affordable brick
- 1BF01-2B4P.01 – Elevations affordable brick
- 410.01 – Floor plans and elevations arts and crafts stone
- 425.01 – Floor plans and elevations arts and crafts brick
- 304-351.01 – Elevations arts and crafts

- 304-351.02 – Floor plans arts and crafts
- 303-305.01 – Elevations cottage brick and render
- 303-305.02 – Floor plans cottage brick and render
- 303.03 – Floor plans and elevations cottage brick
- 2B4P.03 – Floor plans and elevations affordable brick
- 411.02 – Floor plans and elevations arts and crafts brick
- 2B4P-3B5P.02 – Floor plans and elevations affordable brick
- 303.02 – Floor plans and elevations cottage brick
- 301-305.01 – Elevations cottage brick and stone
- 301-305.02 – Floor plans cottage brick and stone
- 303-306.01 – Elevations cottage brick and render
- 303-306.02 – Floor plans cottage brick and render
- 301.01 – Floor plans and elevations cottage brick
- 306-400.01 – Elevations cottage brick and render
- 306-400.02 – Floor plans cottage brick and render
- 9050 – Site location plan
- SW-0005-12-B1-01 – B1 units – block 1
- SW-0005-12-B1-02 – B1 units – block 2

REASON: To ensure that the development is implemented as approved.

6. No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

7. There shall be no access to Saltersford Lane, except for buses, cyclists and pedestrians, and no access to the A350 West Cepen Way.

REASON: In the interests of highway safety, and to deter rat-running through the site.

8. Prior to the commencement of development, details of the proposed access to Saltersford Lane adjacent Plot 68/69 shall be submitted to and approved in writing by the local planning authority. The access link to Saltersford Lane shall be carried out in complete accordance with the details so agreed and shall be completed prior to the

occupation of the 20th dwelling served by the road to which the new access (to which this condition refers) is linked.

REASON: In the interests of sustainable transport and to secure the link at an appropriate time in the development.

9. No development shall take place until Easton Lane has been widened to a minimum width of 6.5 metres between Saltersford Lane and the access to the employment land in Phase 1, together with the provision of a 3 metre wide footway / cycleway on the southern side of Easton Lane, in accordance with details which shall first have been submitted to and agreed in writing by the local planning authority beforehand.

REASON: In the interests of highway safety, to secure an acceptable access to serve construction of phase 1 of the development, and to make proper provision for cyclists on National Cycle Route 403.

10. Prior to the commencement of the development a detailed drawing showing the network of cycle / footpaths to serve the site, with particular emphasis on access to the proposed primary school and the employment areas, shall be submitted to and approved in writing by the local planning authority. Development shall be carried out in complete accordance with those details so agreed.

REASON: In the interests of sustainable transport and to ensure that a comprehensive approach to movement within to and from the site has been secured.

11. The gradient of all private drives on the site shall not at any point be steeper than 7% for a distance of 5 metres from its junction with the prospectively maintainable highway.

REASON: In the interests of highway safety.

12. There shall be no gates provided on any private accesses within the site served from the prospectively maintainable highways.

REASON: In the interests of highway safety.

13. Notwithstanding the details submitted on Drg SW-005-12-MAS.01J, no development within any individually approved phase of the development shall commence on site until details of the estate roads, footways, footpaths, unsegregated pedestrian / cycle routes, verges, junctions, street lighting, sewers, drains, retaining walls, service

routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, drive gradients, car parking and street furniture, including the timetable for provision of such works within any particular phase, have been submitted to and approved by the local planning authority. The development of each phase of development shall not be first occupied until the estate roads, footways, footpaths, unsegregated pedestrian / cycle routes, verges, junctions, street lighting, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, drive gradients, car parking and street furniture have all been constructed and laid out in accordance with the approved details, unless an alternative timetable is agreed in the approved details.

REASON: To ensure that the roads are laid out and constructed in a satisfactory manner, and are of adequate amenity for users.

14. The roads, including footpaths and turning spaces, shall be constructed so as to ensure that, before it is occupied, each dwelling has been provided with a properly consolidated and surfaced footpath and carriageway to at least base course level between the dwelling and existing highway.

REASON: To ensure that the development is served by an adequate means of access.

15. No dwelling shall be occupied until the parking space(s) for that dwelling, together with the access thereto, have been provided in accordance with the approved plans. Parking provision for all dwellings shall meet the minimum parking standards set out in the Wiltshire LTP3 2011-2026 Car Parking Strategy, March 2011, and any garages counting towards parking spaces shall be provided with minimum internal dimensions of 3 metres by 6 metres per vehicle space; in relation to cycles the parking provision shall be in accordance with Appendix 4 of the LTP 2001-2026 Cycling Strategy.

REASON: In the interests of highway safety and the amenity of future occupants.

16. No development shall commence on site until details of secure covered cycle parking and, in the case of employment land, changing and shower facilities have been submitted to and approved in writing

by the local planning authority. These facilities shall be provided in accordance with the approved details and made available for use prior to the first occupation of the buildings to which they relate and shall be retained for use at all times thereafter.

REASON: To ensure that satisfactory facilities for the parking of cycles are provided and to encourage travel by means other than the private car.

17. Prior to the first occupation of any dwelling within Phase 1 (the detailed element of the permission) of the development a scheme for the improvement of Public Right of Way CORM122 shall have been submitted to and approved in writing by the local planning authority and the improvement completed in accordance with the approved scheme.

REASON: In the interests of sustainable transport and to secure a surface finish compatible with intensified pedestrian use.

18. Prior to the commencement of Phase 2 of the development (the outline element of the permission) details of a footpath link between the site and the east side of Queensbridge shall be submitted to and approved by the local planning authority; the footpath link shall be completed in accordance with the details so agreed and prior to the occupation of more than 75% of the number of dwellings comprised in the phase of development to which the path connects in accordance with the approved details.

REASON: In the interests of sustainable transport and to secure a link between the development site and the Core Strategy strategic employment and housing sites to the south and east of Queensbridge respectively.

19. Prior to the commencement of Phase 2 of the development details of a connecting route between the site and the southern part of Saltersford Lane shall be submitted to and approved in writing by the local planning authority. The details shall include provision for vehicular access from the site to the cottages for serving and for a pedestrian and cycle link between the site and the Queensbridge junction. Development shall be carried out in complete accordance with those details so agreed.

REASON: In order to rationalise traffic movements at Queensbridge and effect a safer environment for pedestrian and cycle movements under the bridge, and to secure more efficient transport arrangements for servicing the existing dwellings on Saltersford Lane.

20. No development shall commence on site (including any works of demolition), until a Construction Environmental Method Statement, which shall include the following:
- a) the parking of vehicles of site operatives and visitors;
 - b) detailing of routing arrangements for lorry traffic associated with the development;
 - c) loading and unloading of plant and materials;
 - d) storage of plant and materials used in constructing the development;
 - e) the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;
 - f) wheel washing facilities;
 - g) measures to control the emission of dust and dirt during construction;
 - h) a scheme for recycling/disposing of waste resulting from demolition and construction works; and
 - i) measures for the protection of the natural environment.
 - j) hours of construction, including deliveries;
 - k) measures for protection of retained habitat features
 - l) sensitive working protocols including vegetation clearance to avoid impacts upon protected species

has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be adhered to throughout the construction period. The development shall not be carried out otherwise than in accordance with the approved construction method statement without the prior written permission of the Local Planning Authority.

REASON: To minimise detrimental effects to the neighbouring amenities, the amenities of the area in general, detriment to the natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

21. No development shall commence within the area indicated until:

- a) A written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority; and
- b) The approved programme of archaeological work has been carried out in accordance with the approved details.

REASON: To enable the recording of any matters of archaeological interest.

- 22. No development shall commence on site until an investigation of the history and current condition of the site to determine the likelihood of the existence of contamination arising from previous uses has been carried out and all of the following steps have been complied with to the satisfaction of the local planning authority:**

Step 1 (i) A written report has been submitted to and approved by the local planning authority which shall include details of the previous uses of the site and any adjacent sites for at least the last 100 years and a description of the current condition of the sites with regard to any activities that may have caused contamination. The report shall confirm whether or not it is likely that contamination may be present on the site and the potential impact of any adjacent sites.

Step 2 (ii) If the above report indicates that contamination may be present on, under or potentially affecting the proposed development site from adjacent land, or if evidence of contamination is found, a more detailed site investigation and risk assessment should be carried out in accordance with DEFRA and Environment Agency's 'Model Procedures for the Management of Land Contamination CLR11' and other authoritative guidance and a report detailing the site investigation and risk assessment shall be submitted to and approved in writing by the local planning authority.

Step 3 (iii) If the report submitted pursuant to step (i) or (ii) indicates that remedial works are required, full details must be submitted to the local planning authority and approved in writing and thereafter implemented prior to the commencement of the development or in accordance with a timetable that has been agreed in writing by the local planning authority as part of the approved remediation scheme. On completion of any required remedial works the applicant shall provide written confirmation to the local planning authority that the works have been completed in accordance with the agreed remediation strategy.

REASON: To ensure that land contamination can be dealt with adequately prior to the use of the site hereby approved by the local planning authority.

23. During the site preparation and construction of the development, activity which may give rise to noise audible beyond the site boundary shall not be undertaken outside the following hours unless written permission is obtained from the Local Planning Authority:

- 08:00 to 18:00 Monday to Friday
- 09:00 to 13:00 Saturday
- No working Sundays and Bank Holidays

This shall include, excavation, construction, loading, unloading, deliveries or any similar construction related activity.

REASON: To protect the amenity of nearby residents.

24. All building services plant shall be so sited and designed in order to achieve a Rating Level of -5dB below the lowest measured background noise level, determined at the nearest noise sensitive receptor.

REASON: To protect the amenity of nearby residents.

25. A dust suppression scheme shall be submitted to and approved in writing by the local planning authority prior to the commencement of the development and shall be designed to minimise windblown dust from affecting adjoining neighbouring properties. This scheme should cover all the phases of the construction site, including earth works, spoil heap storage, vehicle movements and cutting of materials. All development shall be carried out in full accordance with the approved scheme and retained as such thereafter.

REASON: To protect the amenity of nearby residents.

26. A lighting scheme shall be submitted to and approved in writing by the local planning authority prior to the commencement of development and shall be so designed as to overcome glare, sky glow, spillage and intrusion. The scheme should aim to achieve Environmental Zone E2 as specified in the guidance issued by the Institution of Lighting Engineers. All development shall be carried out

in full accordance with the approved lighting scheme and retained as such thereafter.

REASON: To protect the amenities of nearby residents.

27. (a) No retained tree/s shall be cut down, uprooted, or destroyed, nor shall any retained tree/s be topped or lopped other than in accordance with the approved plans and particulars without prior written approval of the Local Planning Authority. Any topping or lopping approval shall be carried out in accordance with BS 3998 2010 British Standard for Tree Work or arboricultural techniques where it can be demonstrated to be in the interest of good arboricultural practice.

(b) If any tree is removed, uprooted, destroyed or dies, another tree shall be planted at the same place at a size and species planted at such time that must be agreed in writing with the Local Planning Authority.

(c) No equipment, machinery or materials shall be brought onto the site for the purpose of development until a scheme showing the exact position of protective fencing to enclose all retained trees and hedgerows beyond the outer edge of overhang of their branches in accordance with British Standard 5837: 2005: Trees in Relation to Construction has been submitted to and approved in writing by the Local Planning Authority and protective fencing has been erected in accordance with the approved plans. The protective fencing shall remain in place for the entire development phase and until all equipment, machinery and surplus materials have been removed from the site. Such fencing shall not be removed or breached during construction operations without prior written approval by the Local Planning Authority.

In this condition “retained trees” means an existing tree which is to be retained in accordance with the approved plans and particulars; and paragraphs above shall have effect until the expiration of five years from the first occupation or the completion of the development whichever is later.

REASON: To prevent trees being retained on or adjacent to the site from being damaged during the construction works and in the interest of visual amenity.

- 28. No development shall commence until a foul and surface water drainage strategy is submitted and approved in writing by the local planning authority. The drainage scheme shall be completed in accordance with the approved details and to a timetable agreed with the local planning authority.**

REASON: To ensure that proper provision is made for sewerage of the site and that the development does not increase the risk of sewer flooding to downstream property.

- 29. No development approved by this permission shall be occupied or brought into use until a scheme for the future responsibility and maintenance of the surface water drainage system has been submitted to and approved by the Local Planning Authority. The approved drainage works shall be completed and maintained in accordance with the details and timetable agreed.**

REASON: To ensure adequate adoption and maintenance and therefore better working and longer lifetime of surface water drainage schemes.

- 30. Prior to any reserved matters approval, details of a surface water drainage masterplan shall be submitted to, and agreed in writing by, the local planning authority. The masterplan shall be in accordance with the Flood Risk Assessment and include details of the phasing of surface water drainage infrastructure including source control measures. The development shall be implemented in accordance with the approved scheme.**

REASON: To prevent the increased risk of flooding as a result of the development.

- 31. No development shall take place on land to which reserved matters relate until the detailed drainage design for each plot, phase or parcel of land, incorporating sustainable drainage principles and an assessment of the hydrological and hydro-geological context of the development, have been submitted to and approved by the Local Planning Authority. The scheme shall subsequently be implemented in accordance with the approved details before the plot or parcel is completed.**

REASON: To prevent the increased risk of flooding as a result of the development.

- 32** No development shall commence on site until details of the storage of refuse, including details of location, size, means of enclosure and materials, have been submitted to and approved in writing by the Local Planning Authority. The development shall not be occupied until the approved refuse storage has been completed and made available for use in accordance with the approved details and it shall be subsequently maintained in accordance with the approved details thereafter.

REASON: In the interests of public health and safety.

- 33.** No development shall commence on phase 1 until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:

- (a) all species, planting sizes and planting densities, spread of all trees and hedgerows within or overhanging the site, in relation to the proposed buildings, roads, and other works;
- (b) finished levels and contours;
- (c) means of enclosure;
- (d) hard surfacing materials;
- (e) minor artefacts and structures (e.g. furniture, play equipment, refuse and other storage units, signs, lighting etc); and
- (f) proposed and existing functional services above and below ground (e.g. drainage, power, communications, cables, pipelines etc indicating lines, manholes, supports etc).

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 34.** All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others

of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

35. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), the garage(s) hereby permitted shall not be converted to habitable accommodation.

REASON: To secure the retention of adequate parking provision, in the interests of highway safety.

36. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any Order revoking or re-enacting or amending that Order with or without modification), there shall be no additions / extensions / external alterations to any building forming part of the development hereby permitted and no plant or machinery shall be installed outside any such building on the site on the approved plans.

REASON: In the interests of the amenity of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for additions/extensions or external alterations, or the installation of any outdoor plant/machinery.

37. No materials, goods, plant, machinery, equipment, finished or unfinished products/parts of any description, skips, crates, containers, waste or any other item whatsoever shall be placed, stacked, deposited or stored outside any building on the site.

REASON: In the interests of the appearance of the site and the amenities of the area.

38. Prior to the commencement of development, a scheme detailing measures to protect the amenities of the occupiers of Taffswell Farm shall be submitted to and approved in writing by the local planning authority. The scheme shall include consideration of the fenestration to plot 103 and details of a landscape buffer. The scheme shall be implemented in accordance with the approved details and within an agreed timetable.

REASON: To protect the amenities of the occupiers of Taffswell Farm.

39. Prior to the commencement of development, a scheme detailing measures to protect the amenities of the occupiers of Hunters Moon Farm shall be submitted to and approved in writing by the local planning authority. The scheme shall include consideration of the fenestration to plots 27-28 and details of a landscape buffer. The scheme shall be implemented in accordance with the approved details and within an agreed timetable.

REASON: To protect the amenities of the occupiers of Hunters Moon Farm.

40. Prior to submission of any application for reserved matters, the development site shall be subject to up to date surveys for protected species including:
- Dormouse
 - Invertebrates
 - Bats
 - Habitats / botany

The survey results shall be included in a mitigation statement clearly setting out necessary measures to avoid and mitigate impacts upon protected species, including parameters for detailed designs. The mitigation statement shall be submitted to and approved in writing by the Local Planning Authority prior to submission of any application for reserved matters. Reserved matters applications will only be permitted where the design is in accordance with the parameters set out in the approved mitigation statement.

REASON: In the interests of securing ecological surveys required by legislation and so as to secure a form of development that does not unnecessarily impact upon protected species and their habitat.

41. Prior to commencement of development, a Landscape, Ecology and Arboricultural Management and Monitoring Plan (LEAMMP) shall be

submitted to and approved in writing by the local planning authority.
The LEAMMP shall include:

- (i) details of any relevant up to date ecological surveys;
- (ii) drawings clearly showing all landscaped areas and semi-natural habitats including mature trees to be managed under the LEAMMP;
- (iii) any capital works such as habitat creation, tree / shrub planting, bat / bird boxes etc including creation of 1.13ha of traditional orchard habitat as shown on plan Drg Ref. 9903;
- (iv) ongoing management prescriptions for semi-natural habitats and maintenance schedules for all landscaped areas clearly setting out timescales and responsibilities
- (v) approach to management of all mature trees based on their ecological interest and an arboricultural protocol for carrying out tree works; and
- (vi) a schedule of ecological monitoring work and plan review.

Upon commencement of development all capital works shall be carried out to the agreed timescales and all areas identified in the LEAMMP shall be managed in full accordance with the agreed prescriptions in perpetuity. All monitoring reports shall also be made available to the local planning authority.

REASON: In the interests of securing a form of development that does not unnecessarily impact upon protected species and their habitat. In particular, this condition is ensure that the loss of the existing mature orchard on the site early in the development process is also compensated at an appropriate and early stage of development, so as to allow for maximum mitigation.

42. No more than 450 dwellings shall be constructed on the site pursuant to this planning permission.

REASON: To define the limits of the planning permission and to set the maximum number of dwellings to be constructed on the application site

INFORMATIVES:

Under the terms of the Water Resources Act 1991 and the Land Drainage Byelaws the prior written consent (Flood Defence Consent) of the Environment Agency is required for any proposed works (permanent or temporary) or structures in, under, over or within 8 metres of the top of the bank of the Pudding Brook designated a 'main' river. The need for this consent is over and above the need for planning consent. The applicant is advised to contact Daniel Griffin on 01258 483421 to discuss the scope of our controls.

For the 'southern catchment' the discharge point is to the ordinary

watercourse close to Queensbury Cottages. In addition, because an ordinary watercourse crosses the site of the proposed development we recommend the following informative.

There are ordinary watercourses within or in close proximity to your site. If you intend to obstruct the flow in the watercourse (permanently or temporarily, including culverting) you will require prior Land Drainage Consent from Wiltshire Council as the Lead Local Flood Authority. You are advised to contact the Drainage Team to discuss their requirements:-
<http://www.wiltshire.gov.uk/communityandliving/civilemergencies/drainage/drainageordinarywatercourseconsent.htm>

The applicant is reminded of their agreement to provide a marketing suite, so that new occupiers can see what school provision there is, GPs and local traders etc.

9 **N/12.0438/OUT - Marden Farm, Rookery Park, Calne, SN11 0LH - Update**

The following people spoke against the proposal:

Mr Alistair Cone, a local resident
Mrs Anne Henshaw, representing North Wiltshire & Swindon CPRE
Mr Paddy O’Keeffe, a local resident
Cllr Derek Warnett, representing Calne Town Council

The Committee received a presentation by the Case Officer which set out the main issues in respect of the application. He reported that this application had been previously refused planning permission by Strategic Planning Committee on 30th July 2013. The applicants had subsequently lodged an appeal and a Public Inquiry was scheduled to take place week commencing 24th February 2014.

The Inspector’s tenth procedural letter (2nd December 2013) to the Wiltshire Core Strategy had changed the context within which this application should be considered and impacted upon the reasons for refusal. The Inspector had suggested that the Core Strategy housing requirement should be increased by 5,000 to 42,000 homes in Wiltshire and it is currently unclear what impact this would have on the number of homes planned for Calne and the North and West Housing Market Area. This Committee was therefore being requested to consider the approach to the conduct of this appeal.

Members of the Committee then had the opportunity to ask technical questions after which the Committee received statements from members of the public as detailed above, expressing their views regarding the planning application.

Members then heard the views of Cllr Alan Hill, a local Member, who did not support the development on the grounds that:

- He did not consider that the development was necessary bearing in mind that as at present only an additional 170 houses were needed in Calne until 2026, according to the current allocation.
- He was concerned that such a development would result in a further increase in air pollution which currently exceeded the Government's recommended levels by 50%.

Officers advised the Committee that it would not be possible for the Committee to advance any further reasons for opposing the application but that individual people were at liberty to attend the public enquiry and put forward their own reasons why the appeal should be dismissed.

After discussion,

Resolved:

To agree that the Council offer no defence at the forthcoming appeal and invite the applicant to resubmit the application to the Council for reconsideration, in the context of the recent comments made by the Core Strategy Inspector.

(Note: Cllr Terry Chivers requested that his vote against the Motion be recorded.)

10 **Date of Next Meeting**

Resolved:

To note that the next meeting was due to be held on Wednesday 12 February 2014 in the Council Chamber at County Hall, Trowbridge, starting at 10.30am.

11 **Urgent Items**

There were no items of urgent business.

(Duration of meeting: 10.40 am - 2.10 pm)

The Officer who has produced these minutes is Roger Bishton, of Democratic & Members' Services, direct line 01225 713035, e-mail roger.bishton@wiltshire.gov.uk

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

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WILTSHIRE POLICE AND CRIME PANEL

MINUTES OF THE WILTSHIRE POLICE AND CRIME PANEL MEETING HELD ON 15 JANUARY 2014 AT COMMITTEE ROOM VI, CIVIC OFFICE, EUCLID ST, SWINDON SN1 2JH.

Present:

Cllr Abdul Amin, Cllr Glenis Ansell, Cllr Andrew Bennett, Cllr Richard Britton (Chairman), Cllr Brian Ford (Vice Chairman), Malcolm Grubb, Cllr Russell Hawker, Cllr Charles Howard, Cllr Peter Hutton and Cllr Linda Packard

Also Present:

Kieran Kilgallen and Angus Macpherson

32 Apologies for Absence

Apologies were received from:

Amanda Newbery
Cllr Teresa Page
Dr Carlton Brand

33 Minutes and matters arising

Decision:

The minutes of the meeting held on 26 November 2013 were agreed as a correct record and signed by the Chairman.

34 Declarations of interest

There were no declarations of interest.

35 Chairman's Announcements

There were no Chairman's announcements.

36 Public Participation

There were no questions asked or statements given.

37 **PCC Diary report**

The PCC's diary report was noted.

The Commissioner was questioned on what projects in the second tranche of his Innovation Fund awards were worthy worthy of consideration of mainstream funding, as mentioned in his report on 26 November. He explained there were 2-3 projects around domestic violence/abuse which potentially could be commissioned using money he had been given for commissioning services for victims.

Regarding his reference on 14 November he confirmed that his grant would be topsliced in order to fund the Policing Minister's innovation fund. He would have the opportunity to bid for it. The first round of successful applicants was being announced today, 15 January.

The Caen Hill Countryside Centre farm project was supported by the PCC's fund and topped up by funds from the Police Property Act disposal, particularly lost property. The fund had to be distributed to charity, and was administered by The Community Foundation for Wiltshire and Swindon.

Regional solutions were being sought for in-house services, and the Commissioner highlighted that a multi-regional collaboration around forensics had been signed.

When asked if he had any plans to visit the Swan Advocacy the Commissioner confirmed he would be pleased to do so.

38 **Draft Budget Settlement**

The Commissioner gave a detailed presentation on his draft budget settlement.

He drew attention to the net expenditure on policing per head of population in Wiltshire being the lowest in the region and the 3rd lowest in the country.

His plan themes were partnership, pro-activity and prevention, and his intention was to maintain the spend on prevention. Grant allocation would be more specific in the coming financial year with investment in ancillary services, watch schemes and victim and witness support. Neighbourhood Justice Panels were being rolled out throughout Wiltshire.

Strategic partnerships with both Wiltshire and Swindon provided savings of £2.5 million. Regional solutions had been found for major crime, such as armed policing and dogs, all of which were based in the county.

Whilst recognising that no increase would be welcome he noted that the funding shortfall would reduce by £2.3 million over three years with an increase of £3.15

on band D properties, and would help to protect frontline policing in neighbourhoods where the public want it.

Recruitment campaigns would happen on a regular and planned basis with 2 intakes of officers and 1 of PCSO's. £1.5 million of reserves would be used to smooth the process.

The public is being consulted as widely as possible through parish and town councils, the farming community, chambers of commerce and Area Boards / Locality meetings.

In response to questions the Commissioner explained that the precept had to be viewed from a stand alone point of view and would probably not be reconsidered in the event of a rise in council tax. He noted the unacceptable cost of a referendum, and explained that it would be about maintaining a base level of income, raised locally to be spent locally.

To date, in the first week of the consultation he had received approximately 60 responses with a mixed review. The government grant received was fixed and not affected by a rise in the number of houses.

He was confident that back office processes were operational in the face of redundancies, but drew attention to the risk associated with the need to find £12 million savings.

The Chairman drew attention to the £740,000 additional income generated by a £3.15 increase, noting that in reality the amount of new money compared with a zero percent increase was £330,000 once the figures allowed for the removal of the freeze grant. The Commissioner noted the point and agreed to make clear that he was not taking the freeze grant.

Clarification was sought on the figures in the draft budget settlement being slightly different to the figures contained in the Medium Term Financial Strategy (MTFS). The MTFS was a living strategy document which informed the budget process, and the latest information was contained in the Draft Budget Settlement paper. The Panel welcomed the estimate figures being as close as they could be to the latest information.

Attention was drawn to the increase in regional activity and it was confirmed that a list of police specific areas that could potentially be provided on a regional basis had been compiled and would be the subject of a management meeting with Avon and Somerset.

He confirmed the £3.15 increase was based on a band D profile and worked on a sliding scale, with the increase of £6.30 in the highest band and £2.12 in the lowest. The rise would be on top of any council tax rise from local authorities and came from the OPCC,

The panel requested the projected reserves figures for 2013/14 and the forecasted reserves by 2014/15, split into earmarked and general funds. These would be provided after the meeting.

Although no figures were available for the projected spend in the Chief Constable's budget in 2013/14 an underspend is expected, although difficult to predict with reducing staff numbers.

The impact of the Fire and Rescue Service's discussions on amalgamation with Dorset was not yet known and was an operational issue for the Chief Constable.

The OPCC's investment policy was queried and confirmation on whether it invested within the UK would be provided after the meeting. The panel asked that consideration be given to an additional financial health indicator for the required £12.5 million savings during the next three years.

Resolved:

The Panel noted the report.

39 Victims Commissioning

Kieran Kilgallen, Chief Executive – OPCC introduced the report which detailed the preparation for the transition of responsibility for aspects of victim services commissioning from the Ministry of Justice to Police and Crime Commissioners, due in October 2014 and April 2015.

South West PCCs have set out shared principles they are working to in developing a regionally based collective approach.

Commissioning and tender processes would ensure that local services are in place to meet victims' needs. Wiltshire Police were engaged in developing a proposal for an in-house initial victim referral mechanism, and the tender winner would work closely with the OPCC to develop a tailored system.

In response to questions he confirmed there would be no gap in service, and although there was no mandate to commission there were conditions on funding. The PCC wanted to commission once, rather than give money to others to commission services.

Resolved:

The Panel noted the report.

40 Restorative Justice

The Commissioner welcomed this item, explaining that restorative justice was specifically funded and an important part of his plan.

He introduced Simon Evans, Programme Manager – Centre for Justice Innovation who showed a DVD.

Simon noted the successful trial of Neighbourhood Justice Panels (NJP's) in Swindon and announced that these would be rolled out throughout Wiltshire with Panels ready in Chippenham, Corsham, Trowbridge, Salisbury and Devizes.

The Commissioner gave examples of how their range could be increased, including minor thefts / shoplifting, minor assaults (Section 47 or under), criminal damage and public orders offences.

There was a greater recognition of restorative justice power and the needs of victims within the system. This was reflected in sentencing with magistrates deferring sentences whilst restorative justice possibilities were explored.

The Panel raised concern around the NJP being biased to the perpetrator, however Simon confirmed this was a misconception of restorative justice and 85% of victims had found it 'demystified' the offender and was a useful process.

Simon explained that as it was a referral system it was completely separate from the child welfare system already in place. In a 12 month period there had been approximately 50 NJP's held with 85% successfully completed with a signed six month contract. Those not completed were referred back to the officer. NJP's could be used with anti-social behaviour, and benefit communities as they can see something is being done, although it was important to ensure it was the appropriate course of action.

Kieran Kilgallen explained that an independent panel would be set up to dip sample cases and Cllr Ford confirmed that NJP's were being scrutinised by Swindon Borough Council.

Future developments included restorative justice in education and Hampshire's work on Youth Justice Panels was noted.

The Panel thanked Simon for his presentation. The Commissioner confirmed that restorative justice would be part of his annual report.

Resolved:

The Panel noted the report.

41 Innovation Fund - 2nd Tranche update

Attention was drawn to the report contained in agenda supplement (1) which gave a summary of the second round of funding from the Commissioner's Innovation Fund.

The panel noted the wide variety of projects and asked the Commissioner how projects were reporting back as this could impact on future commissioning. Projects that had not yet provided an update would be contacted in the coming month, and feedback would be provided to the Panel as part of the next performance report, due at 6 March meeting.

Cllr Amin thanked the Commissioner for funding a youth café in his community which had opened part-time and was well used.

Resolved:

- 1. The Panel noted the report**
- 2. That the update on projects be brought as part of the quarterly performance data, next due at the panel meeting on 6 March**

42 Forward Work Plan

Resolved:

To note the forward work plan.

43 Future meeting dates

Resolved:

That the following dates were noted:

6 February 2014, 10am at Kennet Room - County Hall, Trowbridge BA14 8JN

6 March 2014, 2pm at Council Chamber - Council Offices, Monkton Park, Chippenham, SN15 1ER

11 June 2014, 2pm at Wessex Room, Corn Exchange, Market Place, Devizes SN10 1HS

4 September 2014, 2pm at Alamein Suite - City Hall, Malthouse Lane, Salisbury, SP2 7TU

19 November 2014, 10am at Committee Room VI, Civic Office Swindon.

(Duration of meeting: 10.00 am - 12.25 pm)

The Officer who has produced these minutes is Kirsty Butcher, of Democratic Services, direct line 01225 713948, e-mail kirsty.butcher@wiltshire.gov.uk

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WILTSHIRE POLICE AND CRIME PANEL

DRAFT MINUTES OF THE WILTSHIRE POLICE AND CRIME PANEL MEETING HELD ON 6 FEBRUARY 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Abdul Amin, Cllr Glenis Ansell, Cllr Andrew Bennett, Cllr Richard Britton (Chairman), Cllr Brian Ford (Vice Chairman), Malcolm Grubb, Cllr Russell Hawker, Cllr Charles Howard, Cllr Peter Hutton, Cllr Julian Johnson, Amanda Newbery, Cllr Linda Packard and Cllr Teresa Page

Also Present:

Clive Barker – Chief Finance Officer (OPCC), Cllr Trevor Carbin, Patrick Geenty - Chief Constable, Cllr Jon Hubbard, Kieran Kilgallen - Chief Executive (OPCC) and Angus Macpherson – Police and Crime Commissioner

1 Apologies for Absence

Apologies were received from Dr Carlton Brand.

Mark Gwynne attended as his representative.

2 Minutes and matters arising

Decision:

The minutes of the meeting held on 15 January 2014 were agreed as a correct record and signed by the Chairman.

3 Declarations of interest

There were no declarations of interest.

4 Chairman's Announcements

The Chairman announced that item no. 9 would be taken before item no. 7 as the Chief Constable had to leave by 11am.

5 Public Participation

There were no questions asked or statements given.

6 PCC Diary report

The PCC's diary report was noted.

The Commissioner was questioned on the position of Neighbourhood Watch, as mentioned on Friday 20 December. He explained that this was in relation to how the project board was working, and that they were working with a Wiltshire Council project officer and OPCC support. A system had been identified and a business case would be brought forward.

Regarding his reference to the number of killed and seriously injured (KSI) on 9 January, he explained that Wiltshire was bucking the trend as other areas figures were not falling. He noted the impact that the Safe Drive, Stay Alive course had on young people and drew attention to the involvement of speedwatch in the Chief Constable's Harness day, a high visibility road policing operation.

Patrick Geenty, the Chief Constable drew attention to the impact speedwatch was having in some villages and the partnership work with Wiltshire Council and the Community Safety Partnerships in identifying highways hotspots. He noted the local and national debate on the effectiveness of speed cameras, stating that Wiltshire had seen no increase in incidents since they had been turned off. However he continued to support the use of mobile cameras.

The Commissioner explained that he had a quarterly meeting with the Head of Roads Policing where KSI figures were reported together with individual case reports. Although details were available on the age ranges involved there was no identifiable behaviours as a cause.

The Splash programme, as mentioned on 10 January and which the Chief Constable was the Chair and trustee of, used a referral system through schools and other agencies. He explained that there was a core group seen every three to four years, and once it was not needed they moved out of the programme.

The Commissioner noted the constructive work with the Community Safety Partnerships (CSP) and highlighted the variety of approaches being taken nationally. He would take note of best practice on how the OPCC relates to CSPs and would clarify the relationship over time. The relationship between the CSPs and local safety forums in towns and villages would be driven by the CSP.

Regarding his reference to his attendance at the Health and Wellbeing Board on 16 January, the Commissioner expressed his pleasure at being a member and viewed it as a key board going forward. He acknowledged the link between health and low level crime, and would be presenting two reports to the next Health and Wellbeing Board on health and mental health issues in custody.

The Swindon Health and Wellbeing Board runs in parallel with the Wiltshire Board and had already seen links with Neighbourhood Watch and the use of their Neighbourhood Alert system to put out health messages.

7 Formal consideration of the PCC's proposed precept for 2014-15

The Commissioner introduced his precept proposal, drawing attention to the detailed information already presented to the Panel at the 15 January meeting which gave further details.

He noted the need for careful use of language as it was the police precept which was being debated and not council tax which was determined by a different organisation doing different work.

He detailed his extensive public consultation through a variety of means including email, media and visiting the locality meetings and area boards throughout the county. 130 responses had been received and over half had been in support of his proposal.

The advice of the Chief Constable and the OPCC Chief Finance Officer had also been considered in the paper before the Panel today. The Commissioner noted that the Chief Constable had asked for a 10% increase to be consulted on which would provide more money for policing.

An additional investment in the National Crime Agency had seen available grants further topsliced, in addition to contributions to the IPCC, HMIC and the Minister's Innovation Fund, and his proposal was to increase the local tax base which would allow policing to be maintained in the face of further government cuts.

The difference in the balance of funding between local authorities was explained with Wiltshire 60% funded by local taxation and 40% national funding and Swindon 52% funded by local taxation and 48% national. This was compared to the OPCC which was 64% funded by government grants and only 36% funded locally.

The effect of grant cuts was disproportionate with the spending level being reduced by 6% to 7% for Wiltshire and Swindon against a reduction of nearer 12% for the OPCC.

He drew attention to the difficulty in consulting when the referendum threshold limit was unknown, and there was no certainty on the future of freeze grants.

In responding to a query on reserves he drew attention to the reserves paper that was circulated at the meeting (and attached to these minutes). £2.5 million was being put into estates transformation reserves and any money made from the move out of the Salisbury Police Station would be re-invested in the estate and new accommodation.

Clive Barker, Chief Finance Officer confirmed that the 1.99% increase would generate £770,000, and explained that the strategy was to allow funding to be available in the future as there was no certainty on the future of the freeze grant, which was worth £400,000.

He explained that reserves were projected to decrease over the next three years as capital projects will not be completed by the end of the first year. There was no statutory requirement on the level of reserves held however it was maintained at a level of 3% to 5%. The general reserves had decreased by 1% due to reviewing risk.

Policing numbers would be maintained at 1000, however the management structure was being reduced and the Chief Constable's operation review had not been finalised so this was a working assumption. There would be no reduction in PCSO numbers and these may be increased in the future.

The Commissioner was asked about the credibility and public perception of setting the precept at 1.99% knowing that the referendum threshold limit was 2%, and he explained that he had consistently consulted on a figure of £3.15 or £3 for three years to protect frontline policing, and not a percentage figure.

When asked what the impact in terms of delivery the additional 8% would have had a 10% increase had been consulted on the Commissioner explained that there would be no increase in money, only a reduction in savings.

There were no public questions asked.

The Panel debated the credibility and perception of the 1.99% increase. They appreciated that the public perception on the proposal being the maximum permitted without triggering a referendum could be viewed negatively and voiced concern on the effect to neighbourhood policing.

They welcomed the extensive consultation carried out and supported the Commissioners view that the government's delay in announcing details of the referendum threshold and freeze grant frustrating and unhelpful in his efforts to consult communities

It was noted that in the short term the Commissioner had ample reserves to cover the difference between the freeze grant and the income generated by the proposal. The Commissioner's focus was long term and sought to build the tax base and reduce the savings, making savings easier to find.

Decision

The Panel voted to support the Commissioner's proposed increase to the police precept.

8 Police accountability Landscape review

The Chairman introduced the item and invited questions from the panel.

When asked if engagement with the public had increased as detailed in paragraph 6 of the report the Commissioner confirmed this was the case and referred to the extensive consultation carried out on the precept proposal.

A working relationship, like the one he had with the Chief Constable was very important. He was asked what would not be delivered given that the Constable had requested a 10% precept proposal to deliver his strategy. In response the Commissioner explained that there was no single aspect of the police service that would not continue to be delivered. Wiltshire Constabulary was one of the top performing in the country presently and the Chief Constable wanted to make fewer savings, not stop delivery. An efficiency strategy was in place to address the need to find £4 million savings each year over the next three years, with ideas on where they would come from, however it was not an easy task.

When questioned on the publication of data as detailed in paragraph 14 in the report Kieran Kilgallen, the OPCC Chief Executive explained that an audit had been conducted, and work was ongoing in one area of non-compliance relating to contracts. £40,000 had been put towards a regional procurement office.

In commenting on the results of the British Crime Survey mentioned in paragraph 2.3 in part two of the report the Commissioner was pleased and not surprised that people were more aware of his position. He noted the need to increase public awareness in the 'and Crime' aspect of his work, for example around victim support, which the annual report addressed.

Kieran detailed the work done with the constabulary to make decisions faster, reducing the number of meetings officer had to attend and creating a non-combatitive environment.

9 Accuracy of the police-recorded crime figures

This item was taken after item 6 as detailed in the Chairman's announcement.

The Commissioner explained that problems around the accuracy of police-recorded crime figures had been know as far back as 2006. A task group had been set up in May 2013 to investigate and audit Wiltshire's figures resulting in the process being altered over a period of time. Resources were strengthened; figures reviewed much earlier, screening officers now sat alongside call handlers and the force registrar reported independently all of which resulted in significant improvements in recording.

The Chief Constable explained that the Home Office rules on recording were highly complex and were open to interpretation. He felt that the crime recording

process was the most robust and audited in any country. In Wiltshire the previous target driven culture had led to unforeseen consequences and he was moving away from this, using the data as an indicator and taking into account a host of other factors to manage performance which will deliver a quality of service with confidence.

The presumption that a response to an incident moves it in to the category of investigation was highlighted, and demonstrated the lack of clarity on the process. Should the reporter of the crime not be provided with a progress update the appearance of nothing being done was given. The Chief Constable explained that he did not have the resource to fully investigate every crime, and reports were screened with 30-40% of total reported crime investigated.

A question was asked on whether crime figures could be weighted by communities and made clearer and more meaningful, and the Chief Constable explained that he felt the public distrusted the figures, and it was more important to provide quality policing.

The Commissioner highlighted that interpretation and context were key, and whilst Wiltshire had seen a 7% decrease in absolute numbers in September these did not include fraud or cyber-related crimes which were reported from the City of London.

Attention was drawn to the different thresholds in charging standards, with the example given of the force recording a crime as GBH and the Crown Prosecution Service downgrading it to an ABH charge. This was a known issue nationally.

When asked the two questions that were asked to the Kent force as detailed in the HMIC report the Chief Constable confirmed that all crime was recorded appropriately and he was confident that it would stand scrutiny. There was no pressure to reduce figures and no incentive to fiddle the figures. The cultural change to values and behaviours with confidence and satisfaction in the force was shown to be working and this message was working its way down to frontline officers.

Kieran Kilgallen, OPCC Chief Executive noted that the HMIC questions had been through the Kent PCC which was the correct route for the Commissioner to hold the Chief Constable to account.

The Panel thanked the Commissioner for attending.

10 **Volunteers and Specials scrutiny review update**

Malcolm Grubb, leader of the volunteers and specials scrutiny working group presented an update to the panel.

He explained that the group had met in early December and developed a project plan. This identified key people to interview and detailed questions were agreed.

These interviews were now complete and had been very helpful and constructive. They had identified three key pieces of work that were currently being undertaken. These were:

- A volunteer strategy by the Chief Constable, which was currently in draft format and which had just been shared with working group members had been given access to
- A review of the Special Constabulary which a preliminary draft report contained approximately 50 recommendations
- Neighbourhood Alert, a system that Neighbourhood Watch had identified and a business case for its procurement was being worked
-

The group would be meeting next week to determine the next steps and possible further interviews.

When asked why it was not showing on the forward work plan Malcolm explained that the working group meeting next week would identify the best date.

11 **Forward Work Plan**

The Panel noted the forward work plan.

The Chairman asked to be informed on agenda item suggestions or areas of interest.

12 **Any other business**

iQuanta

A question was raised on the progress of iQuanta access for panel members.

Kieran explained that the National Audit Office had pulled approval for the police statistics one month ago. Access to iQuanta had been withdrawn for Community Safety Partnerships, and data on most similar forces was not allowed to be shared until it was six months old.

He suggested that the Panel may wish to comment on this. He would keep the panel informed of developments and the quarterly data due at the next panel meeting scheduled for 6 March would contain the most up to date information available.

Crime figures

The Panel requested that crime figures reported in the quarterly data be broken down into the groups seen in Appendix A to the Police and Crime Plan.

Officers will work together on how this will look.

OPCC Investment Strategy

In response to a question raised at the Panel's 15 January meeting Clive confirmed that the OPCC did invest outside the UK but only in a secure environment. A list of these investments would be provided to officers to circulate.

13 Future meeting dates

The next meeting of the Police and Crime Panel will be on Thursday 6 March, 2pm at Council Chamber - Council Offices, Monkton Park, Chippenham, SN15 1ER

Future meeting dates were:

11 June 2014, 2pm at Wessex Room, Corn Exchange, Market Place, Devizes SN10 1HS

4 September 2014, 2pm at Alamein Suite - City Hall, Malthouse Lane, Salisbury, SP2 7TU

19 November 2014, 10am at Committee Room VI, Civic Office Swindon.

(Duration of meeting: 10.03 am - 12.15 pm)

The Officer who has produced these minutes is Kirsty Butcher, of Democratic Services, direct line 01225 713948, e-mail kirsty.butcher@wiltshire.gov.uk

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RESERVES

Purpose

1. This paper briefs the panel on the level and allocation of my reserves.

Background

2. In setting the annual budget I am required to review my reserves with advice from my Chief Finance Officer. The optimisation of reserves is an important part of financial planning and as such I have a reserves and provisions policy. This policy was updated in December 2013 and a copy was provided to the panel as part of the Medium Term Financial Strategy.

Reserve levels

3. I hold reserves for 3 purposes;
 - Risk – to provide a level of cover for unexpected or one off events
 - Investment – one off funding available for investment in projects which improve services or efficiency
 - Partnership – funds held on behalf of other organisation provided to me for a specific purpose
4. At the start of the year I held £15.565m of revenue reserves. During the year I have used finances in a number of areas and reviewed the reserves. In light of the review I have decided to reduce my general risk reserve from 4% to 3% freeing up in excess of £1m to invest in the estate.
5. Appendix A shows the detail on the revenue reserves which is summarised below;

Reserve Type	Actual 1/4/13 £m	Est. Used £m	Trfs £m	Est 31/03/2014 £m
Investment	8.691	-4.787	2.983	6.887
Partnerships	0.198	-0.178	0.000	0.020
Risk	6.676	-0.555	-0.483	5.638
	15.565	-5.520	2.500	12.545

6. There is a net transfers figure due to the £2.5m underspend forecast for 2013-14.

Capital

7. My four year capital plan estimates £19.237m of spend during that period. This is financed by a mixture of grant, revenue contributions, capital receipts and capital reserves. The total funding allocated for this period is £19.537m which allows £0.300m to finance any capital variations. Within the £19.537m is £8.035m of capital reserve.
8. Whilst the capital reserve does include some estates investment it does not include the impact of future large scale projects such as HQ and Salisbury. When these projects are approved it is likely that funds will be transferred from the Estates Transformation Reserve to the capital plan.

Legal

9. I am required to receive advice from my Chief Financial Officer surrounding my reserves. The Chief Financial Officer is content that my reserves are adequate to manage risk.

Conclusion

10. My review of reserves has identified that I have available one-off finances to cover risks which I hold. The level of reserves also allows me to invest in improving the service. With reserves being one off I am always minded of the future, ensuring that plans exist to ensure that the long term financial viability of the organisation is not compromised.

Angus Macpherson
Police and Crime Commissioner

Wiltshire PCC Estimate of Reserve Levels at 31 March 2014

Owner	Area	Reserve Name	Actual 1/4/13	Est. Used	Trfs*	Est 31/03/2014
PCC	Investment	Investment Reserve	5,814	-3,000	-1,850	964
PCC	Investment	Estates Transformation Reserve	0		3,067	3,067
PCC	Investment	CS Innovation Reserve	1,000	-750		250
PCC	Investment	Regional Projects	146		104	250
PCC	Investment	Restructuring Reserve	800	-400	400	800
PCC	Investment	Regional Remote Reserve	587	-587		0
PCC	Investment	Uniforms Reserve	50	-50		0
PCC	Investment	Training Reserve	294		-144	150
PCC	Investment	Police Officer Intake Strategy	0		1,406	1,406
			8,691	-4,787	2,983	6,887
PCC	Partnerships	Switch	44	-44		0
PCC	Partnerships	MAPPA Reserve	22	-22		0
PCC	Partnerships	Road Safety Initiatives	49	-49		0
PCC	Partnerships	MASH Reserve	40	-40		0
PCC	Partnerships	Local Resilience Forum	43	-23		20
			198	-178	0	20
CC	Risk	CC Operational Reserve (1%)	1,067			1,067
PCC	Risk	General Fund Reserve (3%)	4,268		-1,067	3,201
PCC	Risk	Fleet Managers Trading Reserve	100			100
PCC	Risk	Seized Assets Reserve	206	-100	54	160
PCC	Risk	Insurance Reserve	400			400
PCC	Risk	Ill Health Reserve	280	-100	30	210
PCC	Risk	Budget Smoothing Reserve	355	-355	500	500
			6,676	-555	-483	5,638
Summary per Area						
	Investment		8,691	-4,787	2,983	6,887
	Partnerships		198	-178	0	20
	Risk		6,676	-555	-483	5,638
			15,565	-5,520	2,500	12,545

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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 12 DECEMBER 2013**

Present : Cllrs G Payne (Chairman), A Bennett, E Clark, C Devine, P Edge, Mrs M Groom, R Jones, J Knight, N Martin, C Newbury, G Perkins and Mrs B Wayman. (Cllrs Martin and Newbury left the meeting part way through the business under minute no. 69 before the resolutions were adopted.)

55 Minutes of Last Meeting

The minutes of the meeting held on 26 September 2013 were confirmed and signed.

56 Apologies

There were no apologies for absence.

57 Members' Interests

The Chairman reminded members of the need to declare any interests which the Authority's Code of Conduct required to be disclosed, or dispensations granted by the Clerk to the Authority or by the Ethics Committee.

58 Chairman's Announcements

The Chairman reminded members that Keith Strickland would be relinquishing the role of Clerk to the Authority at the end of December. This was therefore his last meeting of the Authority after 16 years as Clerk and 45 years' service in local government. On behalf of members, the Chairman congratulated Mr Strickland on his remarkable service, thanked him for all had done for the Authority and presented him with a gift as a mark of appreciation.

59 Questions from the Public

There were no questions from the public.

60 Programme and Scrutiny Board.

A report of a meeting of the Committee held on 21 November 2013 was received.

61 Revised Capital Programme 2013/14

On considering a paper by the Brigade Manager,

Resolved:

To approve the revised capital programme for 2013/14 of £3.629m and the revised prudential indicators as set out in Appendices A and B respectively of the paper presented.

62 Protection, Prevention and Intervention

A short visual presentation was made to members.

63 Annual Health and Safety Policy Statement

On considering a report by the Brigade Manager,

Resolved:

To note the report and to approve the annual Health & Safety Policy Statement as appended to the paper presented.

64 Ethics Committee

The minutes of a meeting of the Ethics Committee held on 15 October 2013 were received.

65 Code of Conduct

On considering a paper by the Clerk to the Authority and the recommendations of the Ethics Committee,

Resolved:

- a) *To note the September 2013 version of the guide for councillors entitled "Openness and Transparency on Personal Interests" issued by the Department of Communities and Local Government (DCLG) and the DCLG's revised "illustrative text".*
- b) *To approve the amendments to the Authority's Members' Code of Conduct shown tracked in Appendix C to the paper presented.*

[Note: The Code of Conduct as amended is appended to these minutes.]

66 Scheme of Delegations to Officers

On considering a paper by the Clerk to the Authority,

Resolved:

- a) *To rescind the delegation to the Chief Fire Officer in paragraph 16 of the Authority's Scheme of Delegations to Officers, and*
- b) *To delegate the following powers to the Chief Fire Officer with immediate effect:*
 1. *To exercise the functions of the Authority as Fire Authority under or in relation to the Fire and Rescue Services Act 2004.*
 2. *To authorise employees for the purposes of sections 44 to 48 of the Fire and Rescue Services Act 2004.*
 3. *To exercise all the powers of the Authority as an enforcement authority under relevant legislation. Without prejudice to the generality of this provision he/she may in particular carry out the following:*
 - 3.1 *Take appropriate action on behalf of the Authority under the Regulatory Reform (Fire Safety Order) 2005;*
 - 3.2 *Designate persons as Inspectors under Article 26 of the Fire Safety Order;*

3.3 Authorise named members of staff in writing to exercise statutory powers conferred on the Authority under Article 27 of the Fire Safety Order;

3.4 Exercise the powers of the Authority as Fire Authority in relation to the issue, serving and enforcement of alteration, enforcement and prohibition notices;

3.5 Take action as the enforcing authority in accordance with regulation 46 of the Construction (Design and Management) Regulations 2007;

3.6 Take action as the enforcing authority in accordance with regulation 7 of the Health and Safety (Safety Signs and Signals) Regulations 1996; and

3.7 Take action as the enforcing authority in accordance with regulation 8 of the Dangerous Substances (Notification and Marking of Sites) Regulations 1990

67 Urgent Business

There was no urgent business.

68 Exclusion of the Public

Resolved :

In accordance with Section 100A(4) of the Local Government Act 1972, to exclude the public from the business specified in minute no's 69 and 70 below because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraphs 3 and 4 of Part 1 of Schedule 12A to the Act.

69 The Wessex Alliance: Securing the Future

On receiving a presentation by the Chief Fire Officer and on considering a paper written jointly with the Chief Fire Officer of the Dorset Fire & Rescue Service, it was unanimously

Resolved:

a) *Subject to due diligence and a full business case to include details of proposed financial savings, being considered and approved by the Authority in September 2014, to approve the principle of working towards the goal of a combined fire and rescue authority for Dorset and Wiltshire in April 2016 whilst maintaining local identity.*

b) *To establish a joint member/officer working party to be known as the Combination Oversight Board on the lines and with the terms of reference set out in Appendix B to the paper presented, subject to this Authority being represented at member level by the Chairman and three other members to be nominated by the Clerk after consultation with the Chairman.*

c) *To support the proposal to develop and deliver converged Service functions under single management teams.*

d) *To approve the development and submission of a joint bid to the Dept. of Communities and Local Government to try to secure resources from the*

Government's £30m Efficiency Resource Fund and £45m Fire Efficiency Incentive Fund, subject to the bid being approved by the respective Chief Fire Officers and Treasurers after consultation with the Chairmen of the two authorities.

[Note: The Chairman of Dorset Fire Authority, and the Chief Fire Officer and Asst. Chief Fire Officer of Dorset Fire & Rescue Service attended for this item of business and, with the consent of the Chairman of the meeting under Standing Order 14, answered questions from members. They left the room before a vote was taken on the resolutions proposed for adoption.]

70 Fire Control

On considering a paper by the Chief Fire Officer,

Resolved:

- a) *To approve the setting up of a joint command and control centre with Dorset Fire & Rescue Service to be located at the Wiltshire Fire & Rescue Service HQ.*
- b) *To enter into a legal Agreement with Dorset Fire Authority on terms to be agreed by the Clerk to the Authority and Chief Fire Officer.*
- c) *To approve the provision of £0.5m as this Authority's share of a joint contingency fund of £1m.*
- d) *To approve the principle of this Authority becoming the employer of all staff of the joint command and control centre, subject to the outcome of (e) below.*
- e) *To note that officers will carry out formal consultation with the staff concerned and the representative bodies.*

(Duration of meeting 10.30 a.m. to 12.40 p.m.)