



## **IMPLEMENTATION EXECUTIVE**

### **Minutes of the meeting held on 23 September 2008**

#### **In Attendance**

##### **Wiltshire County Council**

Mrs Jane Scott – Leader – in the Chair  
Mr John Thomson – Deputy Leader  
Miss Fleur de Rhe Philipe  
Mr Mark Baker  
Mr Toby Sturgis  
Mr John Noeken  
Mrs Bridget Wayman  
Mrs Mary Douglas

##### **Kennet District Council**

Mr Lionel Grundy – Leader

##### **North Wiltshire District Council**

Mr Dick Tonge - Leader  
Mrs Allison Bucknell – Deputy Leader

##### **West Wiltshire District Council**

Mr Tony Phillips – Deputy Leader  
Mr Rod Eaton

##### **Salisbury District Council**

Mr Steven Fear – Deputy Leader

Also in attendance: Mr P Clegg, Mr J Osborn, Mr M Hewitt, Mrs J Giles, Mr F Westmoreland, Mr J Johnson

#### **87. Apologies**

Apologies were received from Mrs NS Bryant.

## **88. Minutes**

The minutes of the meeting held on 27 August 2008 were confirmed and signed as a correct record.

## **89. Leader's Announcements**

None.

## **90. Members' Interests**

No interests were declared.

## **91. Public Participation**

Mr Francis Morland attended the meeting in respect of Min. No. 99 – Developing the Development Control Service.

## **92. JOSTB's Housing Task Group: Interim Report**

The Implementation Executive considered the interim report of the Joint Overview and Scrutiny Transition Board (JOSTB) Housing Task Group.

Mrs J Giles, Chairman of the JOSTB Housing Task Group, attended the meeting and introduced the report. She emphasised that the main focus should be on maintaining the service at the current high level provided by the district councils and that the service would also need to continue to improve.

John Thomson, one of the lead IE members on Housing, welcomed the report and responded to the individual recommendations. He identified further work that he would welcome being included within the final Task Group report, namely:-

- Investigation of the individual Affordable Housing Strategies of the district councils and identification of any differences in policy or service delivery;
- The inclusion of extra care housing;
- clarification of the budget savings identified and the capital commitments referred to;
- the understanding that the IE could not commit the new unitary authority for future budgets beyond 2009-10;
- the identification of which specific housing associations the new council should be represented on and then this would be reflected in a further report to the IE on the generic issue of appointments to all outside bodies.

The Leader asked the IE to note the issues contained within the report, asked that housing for young people should also be covered within the final Task Group report, and emphasised that the budget issues raised within the report would be considered through the overall budget process.

**Resolved:**

**To thank the Housing Task Group for its interim report and to request that the final report should include and respond to the issues identified above.**

**Reason for Proposal:**

To provide an interim report with details of the key findings so far identified by this Task Group, and to seek the Implementation Executive's approval of a number of recommendations at the earliest opportunity. The JOSTB endorsed this report and its recommendations on 29 August 2008.

**93. Towards One Council – Progress Report**

The Implementation Executive considered the report of the Programme Director which outlined the main activity that had occurred since the last meeting.

The Service Director, Policy, Research & Communications introduced the report and updated members on the parishing of Salisbury, and the progress made with customer access and staffing structures.

The Head of HR Transition updated the IE on the progress made on the negotiations with trade unions on the appointments process and the Leader pointed out the possibility of a special meeting of the IE in October to progress this urgent matter.

**Resolved:**

**To note the Progress Report.**

**94. Towards One Council – Overall Governance Arrangements**

The Implementation Executive considered the report of the Programme Director which clarified the respective roles within the overall governance arrangements.

The Leader of the IE highlighted the impact of this on the work of the County Council's Cabinet and Overview and Scrutiny across all five councils. Capacity was an issue for scrutiny at the transition level and members discussed whether district councils had the capacity both from a member but in particular from an officer perspective, to assist with this. There did not appear to be any officer capacity, and district council member capacity would be explored.

The Vice Chairman of JOSTB confirmed his support for additional district council capacity and he agreed to write once again requesting additional member support for the transition.

**Resolved:**

**a) To approve the description of the roles, membership and frequency of meetings of CLT, JIT, Cabinet and IE in relation to the 1C4W Transition Programme.**

**b) To request that the County Council's Cabinet consider the report and the impact this may have in relation to future meeting arrangements.**

**Reasons for Proposal:**

The Implementation Executive requested a report that provided clarity around the roles of the senior governance bodies within the programme. The ongoing governance relationships also needed to be clarified from an operational view point to recognise that the new council's senior leadership team has now been appointed, with only two service director posts remaining outstanding.

**95. Financial Update**

The Implementation Executive considered the report of the Chief Financial Officer which set out the key finance activity, the current budget monitoring position across the five councils and an update of the One Council for Wiltshire budget line.

The Chief Financial Officer reported that she was working with her colleagues within the district councils to agree a consistent format for the presentation of future revenue budget monitoring information.

**Resolved:**

**a) To note that the projected variation on the 2008-09 revenue budget stands at an overspend of £0.157 million for Wiltshire County Council and an underspend of £0.570 million within the four districts.**

**b) To note the estimated level of balances of £7.987 million within Wiltshire County Council and £10.4 million within the districts as at 31 March 2009.**

**Reasons for Proposals:**

To inform the Implementation Executive of the current 2008-09 budget position, Wiltshire County Council service standards and the implications for the general fund balances.

**96. One Council and Business Management Programme Cost Reduction Targets**

The Implementation Executive considered the report of the Corporate Director, Resources which reconfirmed the cost reduction targets for the One

Council and Business Management Programme and that these had not changed.

**Resolved:**

To note the position.

**97. Fees and Charges Update**

The Leader reported that the report on fees and charges had been withdrawn and that a further paper would be prepared for consideration by the Budget Working Group.

**98. Community Leadership and Governance Workstream Progress Report**

The Implementation Executive considered the report of the Community Leadership and Governance Workstream Owner which provided an update on each of the six projects within the workstream and which contained a series of recommendations to take forward the work on the development of area boards and the delegation of services to town and parish councils.

The Deputy Leader of the IE introduced the report and the detailed recommendations.

**Resolved:**

- a) To agree that Area Boards should have a minimum of four members (excluding the Cabinet representative) and where possible, changes to community area boundaries to make them coterminous with the new electoral divisions, should be minimised.
- b) To adopt the principle of an “equity funding model” for the allocation of resources to community areas, using indices of deprivation, population and sparsity with weightings for each index.
- c) To agree that the preferred community area funding model be based on Option 3 – core funding of £25,000.
- d) To agree that where Area Boards cover more than one community area, the budgets for each area should be protected and discretely managed through the Area Board
- e) To agree that the core running costs of Community Area Partnerships should be locally funded by the Area Boards with further consultation to be undertaken and a recommendation to be brought to IE at a later date.

- f) To establish a simple Service Level Agreement between the Area Boards and Community Area Partnerships, to govern how this core funding is used and what activities are deemed to be eligible for funding, and how partnerships draw down and hold the funding.
- g) To draw up additional guidelines for the use of the Area Board delegated budgets with a presumption that no less than 80 percent of the budget should be used to fund projects identified in the Community Area Plan, and other priority areas.
- h) To request that further work be undertaken on recommendations 8, 9 and 10, in relation to the role of area boards in influencing Section 106 funding and other development funding, and that this be reported to a future meeting.
- i) To agree the terms for members of the Wiltshire Council Executive on Area Boards as outlined in paragraph 7.9 of the report.
- j) To agree the list of services set out in paragraph 8.5.3 of the report for the delegation of services to town and parish councils for further feasibility studies and business case development.
- k) To agree the criteria for delegation of services to town and parish councils, as set out in paragraph 8.7 of the report.
- l) To agree in principle the outline Action Plan for the Community Assets Transfer Policy, as set out in paragraph 8.9 of the report, taking into account that timescales may change for delegated services affected by the policy.
- m) To agree that one Panel is set up for the County, and that the Implementation Executive authorises the Wiltshire Assembly to create and run a panel for Wiltshire with responsibility for submitting ideas to the LGA under the Sustainable Communities Act 2007, as outlined in paragraph 9.1 of the report.

**Reason for Proposal:**

To enable the development of Area Boards and delegation of services to progress.

**99. Developing the Development Control Service**

The Implementation Executive considered the report of the Service Director, Development which provided further information following the consideration of the JOSTB Development Control Task Group's report at the meeting of the IE in July.

Mr F Westmoreland attended the meeting on behalf of the JOSTB Development Control Task Group and confirmed that the Task Group would support the recommendations contained within the officer report.

Mr Morland addressed the IE and spoke of his concern regarding the proposal to restrict the call in of planning applications to local councillors and not provide a similar provision for town and parish councils. A copy of his statement was circulated at the meeting.

Mr Sturgis, one of the lead IE members on development control, responded on behalf of the IE. He also circulated a motion which amended the recommendations contained within the officer report which would respond to some degree to the issue raised by Mr Morland.

A number of members raised queries in relation to the report and it was reported that formal DCLG guidance was still awaited in relation to the options available for member engagement in development control in the interim period between 1 April 2009 and the elections.

The Leader suggested therefore that in view of these outstanding matters the issue should be deferred and a further report submitted to a future meeting.

**Resolved:**

**To defer this matter and to request a further report which responds to the queries raised by members and includes DCLG guidance on the options available for member engagement in development control in the interim period between 1 April 2009 and the elections.**

**100. Towards One Council - Communications**

The Leader asked that this matter be deferred. The issue of the strap line for the new council required a decision as soon as possible and it was proposed that this matter and the issue relating to the appointments process referred to in Minute No. 93 above, be considered at a special meeting in early October.

**101. Vision for Chippenham**

The Leader asked that this matter be deferred to allow sufficient time for the proper consideration of the matter at a future meeting.

**102. Outline Work Programme**

The Implementation Executive received the Outline Work Programme.

**The meeting closed at 6.35pm.**