

Minutes

Meeting of : The Cabinet
Meeting held in : Alamein Suite, City Hall, Salisbury
Date : Wednesday 07 June 2006
Commencing at : 5.00 pm

Present:

Councillors R Britton (Leader)
Councillor F Westmoreland (Deputy Leader)

Councillors Mrs M M A Peach and Mrs P J Brown (Planning and Economic Development), D W Brown and J A Brady (Environment and Transport), J A Cole-Morgan and J R L Nettle (Community and Housing) and D A Culver and Mrs S A Willan (Resources)

798 **Declarations of Interest:**

None were declared.

799 **Minutes of last Meeting:**

The minutes of the meeting held on 3 May 2006 were approved and signed by the Chairman.

800 **Public Question and Statement Time:**

These are detailed under the respective items.

801 **Forward Plan:**

The Leader presented his Forward Plan for the period 1 July 2006 – 31 October 2006 (previously circulated) that would be published on 14 June 2006 to become operational from 1 July 2006.

Agreed - that the Leader's Forward Plan be adopted for publication, subject to the following

The inclusion in July of -

- (1) Publicity for concessionary travel and inherent financial implications
- (2) Outcome of Environment and Transport Scrutiny Review on School Transport

The following items being deferred from July to September

1. Approval of Tenant Offer Document
2. Guildhall Business Plan
3. Charitable Trust Review

802 **Call-in Decisions:**

There were none.



Awarded in:
Housing Services
Waste and Recycling Services



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Recommendations to the Council

(The recommendations set out below will be considered by the Council on 26 June 2006)

803 Office Centralisation - Business Case :

Mr Grant of Estcourt Road Salisbury spoke on the Council's business case and his belief that more work on it was required in order to make it a good case. Mr Grant also referred to the detailed response to the case produced by Mr Rothwell which had been circulated to the Cabinet.

Mr Brain of College Street asked that in the NPV calculations that are quoted in the business case, how has the quantification of the optimism bias and the valuing of risk been treated, and what evidence was used to support these decisions ? In case it helps the relevant paragraphs of the Green Book that deal with these subjects are 5.62 and 5.65.

Mr West a local resident asked about -

1. Insurance implications for the trees in the secret garden that will be kept
2. whether the possible Council housing stock transfer and the consequent reduction in staff had been taken into consideration within the new offices
3. the Council's response to the public consultation exercise

Ms J Davies of St Marks Road Salisbury presented the Leader with a petition containing 2290 signatures against the planned new Bourne Hill Office Extension, which had been gathered over the last three weeks

With the permission of the Leader Councillors Hewitt and Sample also spoke on this item.

The Leader advised that a lot of the points made concerned planning matters which were not relevant to the business case. Also in response to Mr Rothwell's point that the business case does not have sufficient measures for improving customer services - these are contained in a separate document called Action for Customer Excellence Strategy. He added that even under Mr Rothwell's appraisal, it had been concluded that the Bourne Hill site was the preferred option.

The Leader undertook to provide messrs Grant, Brain and West with a detailed written reply within 10 working days.

The Cabinet went on to note that the Council's business case was a live document and that for every month the project was delayed beyond the current programme, building construction costs would rise by £50,000 to £60,000. It was also noted that the business case had been externally assessed by the Audit Commission which considered it demonstrated robust justification and contained clear objectives with measurable targets and the 4 Ps, which considered the leadership of the project to be strong.

The Cabinet Member for Resources then introduced the previously circulated joint report from the Policy Director, Debbie Dixon, Head of Financial Services and the Property Manager. Councillor Culver advised that he would seek the Cabinet's approval for all the recommendations to be referred to Full Council for determination.

Recommended to Full Council on 26 June 2006 that -

- (1) the latest business case and the location of the centralised offices at Bourne Hill be approved;
- (2) to approve the updating of the Business Case to include the outcome of the enabling / demolition and construction tenders for consideration at the Full Council meeting on the 11 December 2006;
- (3) the decanting of the remaining staff from Bourne Hill to other council buildings between August and December 2006 be approved;
- (4) that the capital programme is amended to reflect the current requirement for an additional £1.952m based on Option 2 of the Affordability Model (set out in Appendix 3 of the Business Case);
- (5) to authorise the issue of invitations to tender for the enabling / demolition and main construction contracts so that Full Council on 11th December 2006 can authorise officers to let the enabling / demolition and construction contracts.
- (6) To authorise the preparation of development briefs and planning applications for the former swimming pool site and for 24-26 Endless Street and authority be delegated to the Project Sponsor (in consultation with the Portfolio Holder for Resources) to agree the timing of the submission of planning applications in respect of any of the other assets from time to time comprised in the council's Asset Disposal Strategy.
- (7) To request that an application is made for conservation area and any other consents and subject to receiving them, authorise the demolition of the former swimming pool as part of the Enabling / Demolition contract, with the costs of this to be offset by the capital receipt received from any sale of the site.

804 Corporate Plan and Best Value Performance Plan:

The Leader introduced the previously circulated report from the Acting Chief Executive.

Recommended to Full Council on 26 June 2006 – that the previously circulated Corporate Plan and the Best Value Performance Plan both be adopted subject to any revisions which the Acting Chief Executive in consultation with the Leader and Cabinet Members may wish to include in the version which goes out with the Council agenda next week.

805 Annual Statement of Accounts 2005/06 :

The Cabinet Member for Resources introduced the previously circulated report from the Head of Financial Services. The Cabinet noted that the Accounts were also being considered by the Audit Committee at its meeting on 13 June 2006. It was also noted that on page 33 Housing Revenue Account, the note concerning the pension reserve should read number 8 and not 7 as stated.

Recommended to Full Council on 26 June 2006 - that the Statement of Accounts for the financial year ended 31 March 2006 be approved.

806 Wiltshire Wide Joint Waste Strategy:

The Cabinet Member for Environment and Transport introduced the previously circulated report of the Waste Management Officer. It was noted that on page 5 of the strategy, column 4 of the table illustrated related to "kilos" per head of population pre minimisation target and not "tonnage" as stated.

Recommended to Full Council on 26 June 2006 – that the Joint Municipal Waste Management Strategy for Wiltshire 2006 be adopted, incorporating the amendments made in response to comments received during public consultation attached as appendix 1 of the previously circulated report.

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Cabinet Decisions

All decisions set out in this section of the minutes will be implemented on or after 20 June 2006 (unless called in for consideration by the relevant Overview and Scrutiny Panel)

807 Sunday Car Parking Charges – Outcome of Consultation:

With the Leader's permission, Councillor's Mrs Chettleburgh and Sample spoke on this item.

The Cabinet Member for Environment and Transport introduced the previously circulated report from the Head of Forward Planning and Transportation. Councillor D Brown considered that there were no sound grounds to abandon the proposal for charging car parking fees on Sundays - a decision already given Full Council approval on 20 February 2006.

Agreed – that

- (1) the contents of the representations received in respect of the proposed introduction of Sunday car parking charges (copies of which were placed in the Members' Room) be noted; and
- (2) notwithstanding these representations, the decision to introduce Sunday car parking charges in Salisbury city centre car parks be confirmed (tariffs are set out in the report) .

808 Salisbury Local Plan : Review of Phase 2 Housing Allocations:

Ms Frankl-Bertram a planning consultant spoke for the Tisbury Action Group in support of scenario 3 detailed in the report.

Councillor Medley Vice-Chairman of Tisbury Parish Council also spoke in support of scenario 3

Councillor Flower, West Tisbury Parish Council spoke in support of all the points made by Councillor Medley.

Mr Pope, Tisbury resident advised of his disagreement as to way the results of the "TisVis" questionnaire had been published and the interpretation of question 35.

Mr Derby of St Modwyn Company, owners of the Station Works Site spoke in support of scenario 3.

With the permission of the Leader, Councillor Hooper spoke on this item.

The Cabinet Member for Planning and Economic Development introduced the previously circulated report from the Principal Planning Officer (Forward Planning).

Agreed – that

- (1) the findings of the review paper attached at **Appendix C** of the report be endorsed, (other than in respect of the Station Works Site, Tisbury which is still being considered)

- (2) the release of the allocated sites identified within the second phase of the adopted Salisbury District Local Plan at Wick Lane Downton and Bulbridge Wilton, for development to meet the district housing requirement be confirmed.
- (3) scenario 3 be pursued, as set out in the report, namely to delay any decision in respect of Tisbury until the outcome of an effective marketing exercise on the Station Works site is undertaken, such delay shall be for no more than 6 months.

Note - a report on the conclusions from this marketing exercise will be considered by Cabinet in February 2007.

809 Recruitment and Retention Scrutiny Review:

The Deputy Cabinet Member for Resources addressed the findings contained within the previously circulated Resources Scrutiny review on Recruitment and Retention. Councillor Mrs Willan considered the review to be an excellent piece of work led by Miss Tomlinson and wished to thank all the Officers involved. The Chairman of the Resources Scrutiny Panel, Councillor Miss Tomlinson addressed the Cabinet at the Leader's request - Miss Tomlinson particularly thanked her Scrutiny Member colleagues and the supporting officers for producing such a thorough and comprehensive review.

Agreed - that

- (1) the Scrutiny Panel's recommendations be adopted and that a timetabled action plan be produced for consideration at the September 2006 Cabinet meeting to ensure the recommendations are implemented; and
- (2) the Members and Officers involved in producing this review be thanked for their hard work in ensuring such an excellent and comprehensive piece of work.

810 Revenue and Capital Outturn 2005/06:

The Cabinet Member for Resources introduced the previously circulated report from the Head of Financial Services. The Cabinet congratulated the Chief Accountant for his excellent work and to the Head of Revenue and Benefits for his Unit's underspend.

Agreed - that the Outturn of revenue and capital 2005/2006 and main variations be noted.

811 Sustainability Appraisal – Scoping Report:

The Cabinet Member for Planning and Economic Development introduced the previously circulated report from the Planning Officer which included the views of the Planning and Economic Development Scrutiny Panel.

Agreed - that

- (1) Officers be authorised to use the sustainability objectives identified in the table at paragraph 5.2 of the report to test plans and policies; and
- (2) Officers be authorised to progress on to Stage B of the sustainability appraisal process.

812 Equalities Action Plan Incorporating Council Race Equality Action Plan:

The Cabinet Member for Community and Housing introduced the previously circulated report of the Policy Director, David Neudegg.

Agreed – that

- (1) the summary findings of the equality impact assessments and the findings from the “Safe and Sound in South Wiltshire” report be noted;
- (2) the revised action plan outlined in Appendix 1 of the report be approved, subject to the last action on page 5 being reworded as follows - "Implement the programme of **financially approved** actions contained within the Council's youth strategy";
- (3) the officers be authorised to consult with appropriate organisations and groups on their specific issues and action plans;
- (4) the relevant policy director be authorised to make amendments to the policy and action plan in consultation with the leader and community and housing portfolio holder to take account of comments received; and
- (5) officers be thanked for completing the assessments in accordance with the agreed timescales.

813 Street Care - Enforcement of Regulations :

With the Leader's permission, Councillor Hewitt spoke on this item.

The Deputy Cabinet Member for Environment and Transport introduced the previously circulated report of the Waste Management Officer.

Agreed – that

- (1) the steps to implementation of the Enforcement Procedure be endorsed;
- (2) a further report be presented to Cabinet at the September meeting to determine sources of funding for a public relations and educational campaign. (s2.5.3)
- (3) £80 be the fixed penalty for offences for which the Authority can specify the amount of fixed penalty; and
- (4) £50 be the fixed penalty for offences for which the Authority can specify the amount of fixed penalty, if paid within a period of 10 days from the date of issue as permitted within the Act. If the offender does not pay within this timescale, then the upper level of £80 shall be imposed.

814 Food Safety Enforcement Service Plan:

The Deputy Cabinet Member for Environment and Transport introduced the previously circulated report of the Principal Environmental Health Officer. The Cabinet wished to record it thanks to this Officer for her sterling efforts performing her role whilst also having to cover for both the vacant Service Head and Senior Environmental Health Officer posts.

Agreed: that the Food Safety Service Plan for 2006/07 be approved and the review of the Environmental Services Unit be supported.

815 Response to a Consultation Paper on “A Respect Standard for Housing Management” from the Former Office of the Deputy Prime Minister:

The Cabinet Member for Community and Housing introduced the previously circulated report of the Area 1 Housing Manager.

Agreed: that

- (1) the council write to the new Community and Local Government Department to express its support for the proposed Respect Standard, and the letter include the responses given in section 3 of the report; and
- (2) the report's author advise the Cabinet Member on approximately how much time he spent preparing this response.

816 Sport, Recreational and Physical Activities Policy:

The Deputy Cabinet Member for Community and Housing introduced the previously circulated report of the Principal Sports Development Officer. With the Leader's permission, Councillor Hewitt spoke on this item.

Agreed: that

- (1) the Revised Sport, Recreation and Physical Activity Policy be adopted, a document that expresses the aspirations we should properly have for sports provision for the community we serve and is wholly in line with this council's core values, political priorities and medium term financial strategy;
- (2) the Officers explore the possibility of including policy issues 5, Promoting Health Living and Physical Activity and 6, Promoting Social Inclusion and Access to All, in all future large housing developments and any upgrading of the Council's parks within this district, this could be as simple as a "Trim Trail" that would both encourage healthy living and physical exercise as well as being accessible to all; and
- (3) the Principal Sports Development Officer, be thanked for a very in depth paper.

817 Performance Monitoring:

The Leader introduced the previously circulated report of the Policy Director, Debbie Dixon and the Head of Financial Services. The Cabinet Member for Community and Housing advised in respect of the information regarding the average length of stay in bed and breakfast, that in recent months there have been at the most four people in bed and breakfast and that at the time of the Cabinet meeting there were two.

Agreed: that

- (1) the updates on areas of concern identified in October-December 2005 be noted; and
- (2) the significant improvements made in 2005/06 be noted and the staff involved in helping to achieve this be congratulated.

818 Joint Consultative Forum:

The Cabinet received the notes and associated reports of the Forum meeting held on 28 April 2006.

Agreed: that

- (1) the Forum minutes of 28 April 2006 be noted, including minute 155, update on the Local Government Pension Scheme;
- (2) the recommendations at minute 153 Working Times Regulation Agreement and minute 154 Work Life Balance Policy be approved, and
- (3) in respect of minute 156, Investors in People Assessment, all the staff involved in this excellent achievement be congratulated and a press release be produced emphasising the Council's achievement in gaining accreditation for the second time.

819 Special Delegation Procedure:

The Cabinet noted the matters determined under the Special Delegation Procedure as set out at Agenda Item 24 (papers previously circulated) namely: Alabare Christian Care Centre Management Committee and Joint Strategic Transportation Group.

820 Exempt Information:

In view of the confidential or sensitive nature of the matters to be considered, the Cabinet agreed to exclude the press and public from the meeting during consideration of agenda item 27 on the ground that it may involve the likely disclosure of 'exempt information' as defined in Part 1 of Schedule 12A inserted into the Local Government Act 1972 by the Local Government (Access to Information) Act 1985 as amended and that the public interest against disclosing the information outweighs the public interest in favour of disclosure as explained below -:

Paragraph 3 namely information relating to the financial or business affairs of any particular person other than the authority

Summary of Exempt Matters

Contract Letting Matters

*The meeting concluded at 8.05 pm
Number of public present 50*