

**PLEASE NOTE  
CHANGE OF VENUE**

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# Agenda

**Meeting of** : The Cabinet  
**Meeting held in** : Arts Centre Bedwin Street, Salisbury  
**Date** : Wednesday 12 July 2006  
**Commencing at** : 5.00 pm

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- 1 **Apologies:**  
To receive any apologies for absence.
- 2 **Declarations of Interest:**
- 3 **To Receive Minutes of Last Meeting:**  
To receive minutes of last meeting and to receive updates on the decisions from the respective Portfolio Holders.
- 4 **Public Question/Statement Time:**  
To receive public questions/statements at this meeting.

Please note that in accordance with the Council's Constitution a question/statement may only be asked /made if written notice has been given to the Head of Democratic Services by midday on the working day before the meeting.

- 5 **Forward Plan (Agenda):**  
To consider the Leader's proposed 4 month Forward Plan for the period 1 August 2006 – 30 November 2006 (copy attached) which needs to be approved for publication on 14 July to become operational from 1 August 2006.
6. **Call-in Decisions:**  
To consider any Scrutiny Panel Call-in's of decisions taken at last meeting.
7. **Timetable for the Revision of the Corporate Plan and Medium Term Financial Strategy 2007-2010:**  
To consider the attached report from the Head of Financial Services.

*Cabinet Member for Resources*

**Recommended** – that the timetable be noted.



Awarded in:  
Housing Services  
Waste and Recycling Services



8. **ICT Disaster Recovery – Options for Sharing:**

To consider the attached report of the Head of ICT Services.

*Cabinet Member for Resources*

**Recommended – to**

- (1) Authorise the Head of ICT to continue to make appropriate arrangements, in accordance with financial regulations, to ensure that adequate levels of 3<sup>rd</sup> party emergency cover continue, on the most cost effective basis that it is possible to achieve for the Council.
- (2) Authorise the Head of ICT to continue negotiations with all potential partners, including under the Shared Services initiative, with a view to entering into a joint purchasing arrangement at the most appropriate time in the future, should this prove the most cost effective option, commensurate with an adequate level of cover for the councils ICT systems.

9. **Customer Access Strategy and Service Standards:**

To consider the attached report of the Head of Customer Services.

*Cabinet Member for Resources*

**Recommended – to**

- (1) Approve the updated Customer Access Strategy for adoption by the council;
- (2) Authorise work to plan introduction of Golden Numbers in April 2007, and request a report in November outlining option costs for promotion and publicity;
- (3) Approve the Action for Customer Excellence strategy as a working document to replace the Integrated Customer Service Programme Plan; and
- (4) Request a review of costs and savings associated with the Improving Customer Service in November 2006

10. **Risk Management Policy:**

To consider the attached report of the Acting Chief Executive which was considered by the Audit Committee.

*Cabinet Member for Resources*

**Recommended – that the amended risk management policy be approved.**

11. **Office Centralisation – Appointment of Consultants; Sign-off of Stage E; Amendments to the Decant Strategy and Supplementary Information for the Business Case:**

To consider the attached joint report of the Policy Director, Debbie Dixon, the Head of Financial Services and the Property Manager.

*Cabinet Member for Resources*

**Recommended – to**

- (1) approve the appointment of consultants from Stage F to completion of the scheme;
- (2) to formally sign-off Stage E;
- (3) approve an amendment to the decant strategy to enable the leasing of 47 Endless Street on terms to be agreed by the Project Sponsor; and
- (4) note the supplementary information added to the Business Case.

12. **Stock Transfer Formal Consultation Offer Document:**

To consider the attached report of the Head of Housing Management.

*Cabinet Member for Community and Housing*

**Recommended – to**

- (1) approve the principles of the 2<sup>nd</sup> draft of the offer document.

- (2) delegated approval for the sign off of the final version of the document is given to the Policy Director in consultation with the Stock Transfer Project Board subject to no material change in the offer itself in which case it will be brought back to a special meeting of the Cabinet.

13. **Councillor Training Plan 2006/07 arising from Scrutiny Review:**

To consider the joint report of the Training and Development Manager and Scrutiny Support Officer.

*Deputy Cabinet Member for Resources*

**Recommended** – to agree

- (1) The production of new training materials utilising the £25,000 2006/07 members' training budget along with a supplementary estimate of £10,000 in order to allow for full production of training materials in preparation for the new intake in 2007, along with a request that the members' training budget be subject to an annual review and a proposed annual reduction of £5,000 for the following two years in order to meet the initial £10,000 investment.
  - (2) The formation of a cross party training steering group, with the role of overseeing training and development for members at the council and for Group Leaders to make nominations for membership of this group, with a view that these members will also represent the council on a county-wide steering group.
  - (3) The establishment of a 'call-off' contractual arrangement for IT support and training to commence May 2007 for a maximum period of six months with a review to be taken at the end of this period.
14. **Outcome of Scrutiny Review on Hotel and Conference Facilities in the District:**  
To consider the attached review from the Planning and Economic Development Scrutiny Overview Panel and cover report from the Economic Development Officer.

*Cabinet Member for Planning and Economic Development*

**Recommended** – that

- (1) the economic development team take forward this review, as outlined in the report attached at Appendix I. This will provide evidence for, and be undertaken as part of, wider preparation work on district policies for the Economy section of the Local Development Framework, specifically looking at the district wide need for a larger hotel for groups and larger conference facilities.
  - (2) the report, as attached at Appendix I, be passed to the consultants working on the Salisbury Vision. The consultants are being asked to review and make recommendations for the preparation of the Area Development Framework for Salisbury and the report could contribute to that process.
15. **Outcome of Environment and Transport Scrutiny Review on School Transport:**  
To consider the attached review and recommendation(s) from the Environment and Scrutiny Overview Panel.

*Cabinet Member for Environment and Transport*

16. **Research on Housing Related Support Needs for Salisbury and South Wiltshire:**

To consider the attached report of the Head of Strategic Services.

*Cabinet Member for Community and Housing*

**Recommended** – to note this paper and agree that a Project Group reporting to the Affordable Housing Board should be established to manage the work streams now identified and underway. Membership of this Project Group to include the Cabinet Portfolio Holder and Chairman of Community & Housing Scrutiny Panel.

17. **Durrington Design Brief:**

**Appendix 1;**

**Appendix 2**

To consider the attached report from the Planning Officer (Forward Planning). The Northern Area Committee's meeting, held on 15 June 2006, recommended the brief be adopted as Supplementary Planning Guidance.

*Cabinet Member for Planning and Economic Development*

**Recommended** – that Members accept the proposed changes to the Development Brief as set out in this report and approve its adoption as Supplementary Planning Guidance.

**18. Tisbury and District Sports Centre Managing Body: (Recommendations from the Western Area Committee)**

Present Composition of the Managing Body

1.1 The Managing Body shall be known as the Tisbury Sports Hall Management Body and shall consist of the following members:-

- (a) with full voting rights:
  - i. 5 Members appointed by the District Council
  - ii. 4 Members appointed by the County Council
  - iii. 2 Members appointed by the Governing Bodies of the Schools (St John' s First School and Nadder Middle School)
  - iv. 1 member appointed by the Tisbury Support Group
- (b) Without voting rights:
  - i. Up to 2 members co-opted by the Managing Body
  - ii. 2 members appointed by the Tisbury and West Tisbury Parish Councils

**Recommended to Cabinet at Salisbury District Council and Wiltshire Council**

That the composition of the Tisbury and District Sports Centre Managing Body be revised as follows:-

- (a) With full voting rights:
  - i. 4 members appointed by the District Council  
(This includes 3 District Councillors from the Western Area Committee, plus one co-opted member nominated by the Western Area Committee)
  - ii. 2 members appointed by the County Council.
  - iii. 1 member appointed by the Governing Body of St John's Primary School.
  - iv. 1 member appointed by the Tisbury Support Group.
  - v. 1 member appointed by West Tisbury Parish Council.
  - vi. 1 member appointed by Tisbury Parish Council.
- (b) Without voting rights:
  - i. 2 members co-opted by the Managing Body (to include one co-opted member of the local community and one member from the Tisbury Support Group)

If Cabinet supports this change in membership it will be subject to Wiltshire County Council similarly agreeing;

**Recommended to Cabinet**

That the Western Area Committee urges the Cabinet at Salisbury District Council to work with Wiltshire County Council to seek a sustainable future for the Tisbury and District Sports Centre.

**19. [NNDR - Write-Offs:](#)**

To consider the attached report of the Head of Revenue and Benefits.

*Cabinet Member for Resources*

**Recommended** – that the amounts shown on the schedule be written off for the reasons indicated and due to the fact that the Council is a non-preferential creditor and as the totals involved exceed the Head of Revenue and Benefit's delegated authority of £1,000.

**20. Special Delegation Procedure:**

The following matters have been determined under the Special Delegation Procedure.

(a) **City Centre Management Board:**

Councillor Kevin Cardy has resigned from the above committee and the vacancy was filled by Councillor Mrs Warrander.

**21. Any Urgent Business Requiring a Decision:**

**22. Exempt Information:**

In view of the confidential or sensitive nature of the matters to be considered, the Cabinet will consider excluding the press and public from the meeting during consideration of agenda item 23 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 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 any particular occupier or former occupier of, or applicant for, accommodation provided by or at the expense of the authority'

***Summary of Exempt Matters***

Housing Matter



**David Crook**  
Acting Chief Executive  
04 July 2006