

Minutes

Meeting of : The Cabinet
Meeting held in : The Arts Centre, Bedwin Street, Salisbury
Date : Wednesday 12 July 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 (Environment and Transport), J A Cole-Morgan (Community and Housing) and D A Culver and Mrs S A Willan (Resources)

Apologies were received from J A Brady (Deputy Environment and Transport) and J R L Nettle (Deputy Community and Housing)

The following Members were also in attendance and with the consent of the Chairman addressed the meeting as indicated - Councillors Hewitt (minute 832), Mrs Chettleburgh, (minutes 831 and 834) McIennan (minute 835) and Miss Tomlinson (minute 833).

822 Declarations of Interest:

None were declared.

823 Minutes of last Meeting:

The minutes of the meeting held on 7 June 2006 were approved and signed by the Chairman.

824 Public Question and Statement Time: (see under minute 837)

825 Forward Plan:

The Leader presented his Forward Plan for the period 1 August 2006 – 30 November 2006 (previously circulated) that would be published on 14 July 2006 to become operational from 1 August 2006.

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

- (1) September - the removal of the Housing Stock Transfer - application to GOSW item as this will go direct to Full Council in September
- (2) Creating better places to live framework - deferral from September to October

826 Call-in Decisions:

There were none.



Awarded in:
Housing Services
Waste and Recycling Services



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Cabinet Decisions

All decisions set out in this section of the minutes will be implemented on or after 25 July 2006 (unless called in for consideration by the relevant Overview and Scrutiny Panel)

- 827 Timetable for the Revision of the Corporate Plan and Medium Term Financial Strategy 2007-2010:**
The Cabinet Member for Resources introduced the previously circulated report from the Head of Financial Services.

Agreed – that the timetable be noted.

828 ICT Disaster Recovery – Options for Sharing:

The Cabinet Member for Resources introduced the previously circulated report from the Head of ICT Services.

Agreed – that

- (1) the Head of ICT be authorised to continue to make appropriate arrangements, in accordance with financial regulations, to ensure that adequate levels of 3rd party emergency cover continue, on the most cost effective basis that it is possible to achieve for the Council.
- (2) the Head of ICT be authorised 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.

829 Customer Access Strategy and Services Standards:

The Cabinet Member for Resources introduced the previously circulated report from the Head of Customer Services. The Cabinet noted that whilst the paper did not contain any costs, this information would be available for it to consider in November.

Agreed - that

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

830 Risk Management Policy:

The Deputy Cabinet Member for Resources introduced the previously circulated report from the Acting Chief Executive which was supported by the Audit Committee.

Agreed - that the amended risk management policy be approved.

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

The Cabinet Member for Resources introduced the previously circulated joint report of the Policy Director, Debbie Dixon, Head of Financial Services and the Property Manager.

Agreed -

- (1) the appointment of consultants from Stage F to completion of the scheme be approved;
- (2) to formally sign-off Stage E;
- (3) an amendment to the decant strategy to enable the leasing of 47 Endless Street on terms to be agreed by the Project Sponsor be approved; and
- (4) the supplementary information added to the Business Case be noted, on the basis that in respect of appendix 1 canteen costs, the note should read "£100 per annum **for each of** the 400 staff".

832 Stock Transfer Formal Consultation Offer Document:

The Cabinet Member for Community and Housing introduced the previously circulated report of the Head of Housing Management. Councillor Cole-Morgan advised that the document would be converted into a more succinct format prior to despatch to tenants. The Cabinet also noted that the figures at 1.1 on page 29 could be subject to further alterations at the next stock transfer project board meeting.

Agreed – that

- (1) the principles of the 2nd draft of the offer document be approved;
- (2) for the sign off of the final version of the document, delegated approval be 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.

833 Councillor Training Plan 2006/07 arising from Scrutiny Review:

The Deputy Cabinet Member for Resources introduced the previously circulated report of Training Manager and Scrutiny Support Officer.

Agreed – that

- (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) a cross party training steering group be formed 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.

834 Outcome of Scrutiny Review on Hotel and Conference Facilities in the District:

The Deputy Cabinet Member for Planning and Economic Development introduced the previously circulated report of the Economic Development Officer.

Agreed: that

- (1) the economic development team take forward this review, as outlined in the report attached at Appendix I, subject to the proposals in the second paragraph at section 6 b of the report (business visitors) being amended as follows - The first line should make clear it is referring to Salisbury District and the following sentence should be added at the end of the paragraph " These facilities can also be found in hotels in the rural areas". 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 (as amended), 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.

- (3) that the Officers address the points made in respect of section 6 f of the report concerning Salisbury District Council owned conference facilities and report back to Cabinet on how to make better use of these facilities in the context of the portfolio plan process.

835 Outcome of Environment and Transport Scrutiny Review on School Transport:

Councillor McLennan, who led the above scrutiny review, addressed the Cabinet on the Panel's recommendations and emphasised that whilst some required the support of third parties, others were within the remit of the District Council. The Cabinet Member for Environment and Transport then responded to the previously circulated review and to some of the points made by Councillor McLennan. Councillor Brown thanked the Panel for producing such a thorough and thought provoking report, which contained many sound ideas.

Agreed: that

- (1) the Environment and Transport Scrutiny Panel be thanked for producing such a thorough and comprehensive report for Cabinet's consideration;
- (2) any cost neutral actions emanating from the Panel's recommendations that can be achieved be delegated to the Chief Executive, in consultation with the Portfolio Holder for Environment and Transport to implement now without further recourse to Cabinet and therefore without the need to await any further officer report; and
- (3) the Officers produce a report and action plan for those matters not covered under (2) above, having consulted with all third parties concerned, recommending actions to be taken for consideration by Cabinet by the end of the year.

836 Research on Housing Related Support Needs for Salisbury and South Wiltshire:

The Cabinet Member for Community and Housing introduced the previously circulated report of the Head of Strategic Housing.

Agreed: that this paper be noted and that a Project Group reporting to the Affordable Housing Board to 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.

837 Development Brief: Land Between Netheravon Road and High Street Durrington:

Prior to the report being considered, with the permission of the Chairman, Mr Graham Wright of High Street Durrington addressed Cabinet on behalf of 35 households as detailed in his previously submitted paper on "proposed enhancements to the Durrington Development Brief". Another Durrington resident also spoke on the submission. The Cabinet was pleased to see such a well considered and pertinent community response and noted that the main objectives set out in the document were shared in the Planning Brief before Cabinet.

The Cabinet Member for Planning and Economic Development then introduced the previously circulated report of the Planning Officer (Forward Planning) and accompanying Brief. Councillor Mrs Peach advised that the Brief, which had been endorsed by the Northern Area Committee, is an important guide to making best use of the site. The Cabinet noted for clarity that policy DP6 requires a minimum of 30% of dwellings to be provided as affordable housing for this site.

Agreed: that the proposed changes to the Development Brief, as set out in the previously circulated report, be approved and the Brief be adopted as the Supplementary Planning Guidance.

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

The Cabinet considered the previously circulated recommendations from the Western Area Committee set out at item 18 on the agenda.

Agreed that subject to Wiltshire County Council similarly agreeing, 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)

Agreed: that the Salisbury District Council work together with the Wiltshire County Council to seek a sustainable future for the Tisbury and District Sports Centre.

839 NNDR – Write-Offs:

The Cabinet Member for Resources introduced the previously circulated report from the Head of Revenue and Benefits

Agreed: 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

840 Special Delegation Procedure:

The Cabinet noted the matters determined under the Special Delegation Procedure as set out at Agenda Item 20 (papers previously circulated) namely: City Centre Management Committee representation (not Board as originally presented). The Chairman advised that a revised form containing the relevant Cabinet Member's signature had been produced.

841 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 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 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 any particular occupier or formal occupier of, or applicant for, accommodation provided by or at the expense of the authority

Summary of Exempt Matters

Housing Matter

*The meeting concluded at 6.30 pm
Number of public present 10*