

Agenda

Meeting of : The Cabinet
Meeting held in : Alamein Suite, City Hall, Salisbury
Date : Wednesday 15 November 2006
Commencing at : 5.00 pm

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 December 2006 – 31 March 2007 (copy attached) which needs to be approved for publication on 16 November to become operational from 1 December 2006.

6. **Call-in Decisions:**

To consider any Scrutiny Panel Call-in's of decisions taken at last meeting.

7. **Draft Development Brief Appendix 1** : **Old Swimming Pool Site College Street:**

To consider the attached report of the Forward Planning Officer, together with the recommendations of the City Area Committee held on 9 November 2006 (to follow).

Cabinet Member for Planning and Economic Development

Recommended – that Members accept the proposed changes in the revised Development Brief attached and that the Brief be adopted as Supplementary Planning Guidance to the Adopted Local Plan



Awarded in:
Housing Services
Waste and Recycling Services



8. [Medium Term Financial Strategy: - Update:](#)

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

Cabinet Member for Resources

Recommended – to

- (1) Approve the updated MTFS.
- (2) Note the principal risks and drivers for change.
- (3) Note that the strategy will require a comprehensive review following conclusion of events outlined in 5.4 to 5.6

9. [Report Statement of Gambling Licensing Policy Appendices](#)

To consider the attached report of the Acting Head of Environmental Services.

Cabinet Member for Environment and Transport

Recommended to Full Council that members review and agree the revised Statement of Licensing Policy.

10. [Travel Plan for Bourne Hill Office Project:](#)

[Appendix A](#) [Appendix B](#) [Appendix C](#) [Appendix D](#)

To consider the attached report of the Transportation Officer and any comments from Resources Scrutiny Panel from its meeting on 13 November 2006.

Cabinet Member for Resources

Recommended – that the attached document be adopted as the workplace travel plan for Salisbury District Council, to replace the 2001 Green Travel Plan, with a review date of Autumn 2008.

11. [Disposal of Land at Trinity Road Shrewton:](#)

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

Cabinet Member for Resources

Recommended – to sale the land, outlined on the attached plan, to the Rural Housing Trust for the sum of £12,000

12. [Adoption of the Statement of Community Involvement \(SCI\):](#)

[Appendix 1](#) [Appendix 2](#)

To consider the attached report of the Head of Forward Planning and the Principal Community Development Officer.

Cabinet Member for Planning and Economic Development

Recommended to Full Council – that Cabinet recommends the adoption of the Statement of Community Involvement attached at Appendix A by Full Council.

13. [Admin Business Support Integration:](#)

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

Cabinet Member for Resources

Recommended – to

- (1) Note the PID; and
- (2) Request that the Improving Customer Services Board monitors progress on the project and reports any relevant issues to Cabinet.

14. **Good Governance in Local Government: A Framework:**

To consider the recommendation arising from the Audit committee's meeting held on 26 September.

Cabinet Member for Resources

The Committee considered the report of the Chief Internal Auditor (previously circulated). The Chief Internal Auditor explained that the aim of the report was to update the Committee on changes that were expected to corporate governance in local authorities following the publication of a consultation draft *Good Governance in Local Government*. Proposals contained within this publication were now being consulted upon and changes were expected to come to fruition in 2007/08. The most significant change that was anticipated as a result of the consultation was the requirement for local authorities to implement a Governance Statement, similar to the Statement on Internal Control. The Chief Internal Auditor explained that it was expected that these changes would result in some additional work to meet the requirements, but that the resources had not yet been quantified.

Recommended – that

- (1) the draft timetable contained within the report be agreed.
- (2) it be recommended to Cabinet that the review of corporate governance be included in the Resources portfolio plan for 2007/08.

15. **Comprehensive Performance Assessment – the Future Approach:**

To consider the attached report of the Policy Director, Debbie Dixon.

Deputy Leader

Recommended – to

- (1) note the revised framework;
- (2) request the Member Working Group to bring forward proposals for Cabinet consideration in early 2007.

16. **4Ps – Review of Office Project:**

To consider the attached report of the Policy Director, Debbie Dixon.

Cabinet Member for Resources

Recommended – that the report contains two recommendations. These are:

- (1) Refresh the Communication Strategy;
- (2) Prepare fully for the Full Council meeting.

Arrangements will be made on the first of these and preparations for the second recommendation are in place with the Portfolio Holder.

17. **Review of Progress - Audit Commission Inspection of Customer Focus:**

To consider the attached report of the Policy Director, Debbie Dixon.

Deputy Leader

Recommended – that Cabinet is asked to note progress and the anticipated return visit.

18. **Quarterly Performance Management Report:**

To consider the attached report of the Policy Director Debbie Dixon.

Leader

Recommended – that Cabinet

- (1) note the areas of concern and agree the proposed remedial action;
- (2) invite Scrutiny to consider exploring in more depth areas of concern;
- (3) note the complaints statistics and agree a) the proposed actions to improve reporting and b) corporate training to reduce complaints related to unsatisfactory customer skills.

19. **Customer First Partnership – Current Position:**

To consider the attached report of Policy Director, Debbie Dixon.

Deputy Leader

Recommended – that Cabinet is invited to:

- (1) note progress;
- (2) agree to consider the Customer First Partnership further in 2007;
- (3) recognise the contribution of the Head of Legal and Property Services in concluding the call off contract and invite a report 6 months into the contract to review its effectiveness and likely savings.

20. **Setting up of the Local Development Framework Management Board:**

To consider the attached report of the Head of Forward Planning and Transportation.

Cabinet Member for Planning and Economic Development

Recommended – that Members endorse the formation of a Local Development Framework Management Board

21. **Local Area Agreement and Sustainable Strategy for Wiltshire:**
Appendix 1 **Appendix 2**

To consider the attached report of Policy Director, David Neudegg.

Cabinet Member for Community and Housing

Recommended – to

- (1) consider the revised framework for the Sustainable Strategy for Wiltshire and the Local Area Agreement outcomes
- (2) approve the proposed consultation feedback set out in paragraphs 3 and 4 of this report
- (3) approve in principle the prioritised in bold in appendix 2 and note the areas where support is current or likely in the future whilst acknowledging that unless further resources are forthcoming that it is unlikely that the council will be able to sign up to any additional activities over and above what it is currently being undertaken

22. **Special Delegation Procedure:**

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

(a) **Amend Off-Street Parking Order re Park and Phone, Credit Card Payments, and Closure of Culver Street Car Park after 6pm in the evenings and on Sundays:**

(b) **ICT Technical Support for Councillors:**

Standing orders were waived, allowing the Head of ICT Services to immediately engage additional technical support only, on a temporary call-off basis.

(c) **Salisbury District Council Design and Heritage Champion:**

Councillor F Westmoreland and was appointed as a regular participant and contributor to the Salisbury Design Forum.

The completed signed special delegation forms for the above are attached

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



David Crook
Acting Chief Executive
7 November 2006