

Minutes

Meeting of : The Cabinet
Meeting held in : The Alamein Suite City Hall, Salisbury
Date : Wednesday 11 July 2007
Commencing at : 6.00 pm

Present:

Councillor P W L Sample (Leader)
Councillor S R Fear (Deputy Leader)

Councillors P M Clegg (Planning), B Dalton (Community Initiatives), J C Robertson (Environment),
A A P Thorpe (Resources) and I R Tomes (Housing)

The Chairman of the Council, Councillor Mrs Chettleburgh was also in attendance and addressed the meeting on the matter set out under minute 31 below.

Apologies: Councillors P D Edge (Economic Development and Tourism), Mrs H McKeown (Transport),
and A C R Roberts (Finance)

With the permission of the Chairman, Councillor Brown (minute 30), John Cole-Morgan (minutes 30 and 32) and Hewitt (minute 32) addressed the cabinet on those matters set out under the minutes stated.

County Councillor Mrs Douglas was in attendance and with the permission of the Chairman addressed the Cabinet on the matter set out under minute 31 below.

24. Declarations of Interest:

There were none.

25. Minutes of Last Meeting:

The minutes of the ordinary meeting held on 13 June 2007 were approved as a correct record and signed by the Chairman.

26. Public Question and Statement Time:

There were none.

27. Chairman's Announcements:

The Chairman announced that the traditional summer recess for councillors and officers had gradually been eroded. He noted that 9 meetings had been scheduled during August 2007. This he felt imposed an unreasonable burden on members and officers alike. Accordingly, he had submitted a motion asking the council to restate the policy to ensure that in 2008 no meetings are held during August.



Awarded in:
Housing Services
Waste and Recycling Services



28. Forward Plan:

The Leader presented his Forward Plan for the period 1 August 2007 – 30 November 2007 (previously circulated) to be published and become operational from 1 August 2007.

Resolved: that the Leader's Forward Plan 1 August 2007 to 30 November 2007 and the revisions set out therein (attached as Annex A) be adopted.

29. Call-in Decisions:

There were none.

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Recommendations to the Council

(The recommendations set out below will be considered by the Council on 17 September 2007)

30. Licensing and Gambling Committee:

The Cabinet considered the previously circulated report of the Head of Legal and Property Services.

Recommended to the Full Council on 17 September 2007:

- (1) that the changes to the constitution set out in Appendix 1 of the report be approved;
- (2) that the changes to the terms of reference for the Licensing Committee set out in Appendix 2 of the report be approved; and
- (3) that the changes to the terms of reference for the Licensing Sub-Committees set out in Appendix 3 of the report be approved.

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Cabinet Decisions

All decisions set out in this section of the minutes will be implemented on or after 24 July 2007 (unless called in for consideration by the relevant Overview and Scrutiny Panel)

31. Salisbury and South Wiltshire – Our Place in the Future:

The Cabinet considered the report of the Senior Planning Officer. Cabinet commended the officer team responsible for the production of such a high quality and accessible consultation document.

Resolved:

- (1) that subject to a correction of the population and household figures, the 'Salisbury and South Wiltshire - Our Place in the Future' public consultation document be published for public consultation for 10 weeks, starting on 26th July 2007 and a report to be brought back to Cabinet in due course outlining the outcomes of the consultation; and
- (2) that in view of the fact that the consultation period extends over the holiday period which may cause problems for residents away from the District, additional dates for the public exhibition be organised.

32. Project Initiation Document - Salisbury Vision Delivery Stage:

The Cabinet considered the joint report of the Policy Director, Pam Fox and the Head of Marketing Economic Development and Tourism (previously circulated).

Resolved:

- (1) that the Salisbury Vision: Delivery Stage Project Initiation Document as shown in Appendix A of the report be approved subject to the following amendments:
 - *Section 6 Project Analysis:* Add the following paragraph: "A set of Frequently Asked Questions has been produced and is available on the council's website. These FAQ's will be monitored and updated as necessary;"
 - *Section 7 Budgets & Resources:* Add Derek Streek to the list of officers (10 days);
 - *Section 9 Monitoring:* A briefing meeting will be held, if required, for councillor members of the Vision steering group prior to meetings of the steering group being held;
 - *Section 12 Equalities and Diversity:* The council's review of the process it has for carrying out equalities and diversity assessments is expected to be complete by September 2007;
 - *Add a new Section 9 Training and Development:* "With a project of this scale and complexity it is inevitable that the council will need to acquire and develop the new skills required. These will be identified through the council's progressive employee appraisal scheme by way of a

training needs analysis" and

- (2) that the views of the Scrutiny Panels and Area Committees be forwarded to the officers for consideration as part of the consultation.

33. Review of Legal Services Call Off Contract:

The Cabinet considered the previously circulated report of the Head of Legal and Property Services.

Resolved: that the report be noted.

34. Play Strategy:

The Cabinet considered the previously circulated report of the Principal Community Development Officer. Cabinet commended the officer team for the hard work that had gone into producing this document within such a short space of time.

Resolved:

- (1) that the Play Strategy be adopted;
- (2) that Councillor Jo Broom be nominated as Play Champion for Salisbury District Council and to serve as the council's representative on the Wiltshire Play Partnership; and
- (3) that the Head of Community Initiatives in consultation with the Portfolio Holder for Community Initiatives be delegated authority to agree any outstanding matters and minor revisions.

*The meeting concluded at 7.00 pm
Number of public present 7*

SALISBURY DISTRICT COUNCIL : FORWARD PLAN AUGUST 2007 – NOVEMBER 2007

- (1) Note those items marked in bold form part of the Budget and Policy framework and therefore at least 8 weeks must be allowed for consultation, prior to a decision being taken.
- (2) Any Person who wishes to make representations to the Cabinet about the matter in respect of which the decision is to be made should contact Stewart Agland by at least the day before the meeting or via Sagland@salisbury.gov.uk or Stewart Agland, Head of Democratic Services, PO Box 2117, 26 Endless Street Salisbury, SP2 2DS or telephone 01722 434253

| Decision Date | | Key Decision Matter | Decision Taker | Consultation Arrangements | Information Relating to Decision |
|---------------|----|----------------------------------------------------|----------------|---------------------------|----------------------------------|
| Aug 07 | 1. | August Recess - No known Business to be Transacted | | | |

| Decision Date | | Key Decision Matter | Decision Taker | Consultation Arrangements | Information Relating to Decision |
|---------------|----|-------------------------------------------------------------------|----------------|---------------------------|----------------------------------|
| Sep 07 | 1. | Revised Fraud Prosecution Policy | Cabinet | TBC | Officer Report |
| | 2. | Guidelines for Councillors using ICT Equipment | Cabinet | TBC | Officer Report |
| | 3. | Wiltshire and Swindon Tourism Destination Management Organisation | Cabinet | TBC | Officer Report |
| | 4. | Outcome of Consultation on Alternate Week Refuse collection | Cabinet | TBC | Officer Report |
| | 5. | Service Charge Review for Council Housing | Cabinet | TBC | Officer Report |
| | 6. | Housing Management / Strategic Housing Unit Restructuring | Cabinet | TBC | Officer Report |

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|--|-----|-------------------------------------|---------|-----|----------------|
| | 7. | Safeguarding Children | Cabinet | TBC | Officer Report |
| | 8. | Choice based Letting | Cabinet | TBC | Officer Report |
| | 9. | Equalities and Diversity | Cabinet | TBC | Officer Report |
| | 10. | HRA Assets | Cabinet | TBC | Officer Report |
| | 11. | Grant to Downton Sports Centre | Cabinet | TBC | Officer Report |
| | 12. | Capital Asset and Disposal Strategy | Cabinet | TBC | Officer Report |
| | 13. | Village Green Application | Cabinet | TBC | Officer Report |
| | 14. | Shared Services : Building Control | Cabinet | TBC | Officer Report |

| Decision Date | | Key Decision Matter | Decision Taker | Consultation Arrangements | Information Relating to Decision |
|---------------|----|-----------------------------------------------------------------------------------------|----------------|---------------------------|----------------------------------|
| Oct 07 | 1. | Produce Revised HRA Business Plan Following Consultation | Cabinet | TBC | Officer Report |
| | 2. | Revise and Publish Homelessness Strategy | Cabinet | TBC | Officer Report |
| | 3. | Gypsy and Travellers Housing Needs Survey | Cabinet | TBC | Officer Report |
| | 4. | Conservation Area Appraisals for Dinton, Durrington, Downton, Hindon, Tisbury and Wylke | Cabinet | TBC | Officer Report |

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|--|----|----------------------------------------------------------------|---------|-----|----------------|
| | 5. | Shared Services Reducing cost, Improving Quality (provisional) | Cabinet | TBC | Officer Report |
| | 6. | Outcome of Scrutiny Review on Sustainable Rural Communities | Cabinet | TBC | Officer Report |

| Decision Date | | Key Decision Matter | Decision Taker | Consultation Arrangements | Information Relating to Decision |
|----------------------|----|--------------------------------------------------------------|-----------------------|----------------------------------|-----------------------------------------|
| Nov 07 | 1. | Disability Action Plan Update | Cabinet | TBC | Officer Report |
| | 2. | LDF Core Strategy Issues and Options report to be published | Cabinet | TBC | Officer Report |
| | 3. | Older Persons Housing Strategy | Cabinet | TBC | Officer Report |
| | 4. | Housing Strategy | Cabinet | TBC | Officer Report |
| | 5. | JCF Recommendation following completion of HRA Business Plan | Cabinet | TBC | Officer Report |