

Agenda

Meeting of : The Cabinet
Meeting held in : Alamein Suite, City Hall, Salisbury
Date : Wednesday 05 September 2007
Commencing at : 6.00 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 October 2007 – 31 January 2008 (copy attached) which will become operational from 1 October 2007. Please note that this Plan will change once the Cabinet's new political priorities are determined at its October 2007 meeting.
- 6 **Call-in Decisions:**
To consider any Scrutiny Panel Call-in's of decisions taken at last meeting.
- 7 **Waste and Recycling:**
To consider the attached report of the Head of Environmental Health.

Cabinet Member for Environment

Recommended – to

- (1) Note the feedback on options for improving recycling performance in the district
- (2) Instruct officers as to the preferred option for progressing improvements to managing the collection of waste and recycling in future.



INVESTOR IN PEOPLE



CUSTOMER SERVICE EXCELLENCE

Awarded in:
Housing Services
Waste and Recycling Services



8 Salisbury Vision – Approval of PID's for the Sub-group Projects:

To consider the attached report of the Vision project director, Heads of Community Initiatives, Forward Planning and Transportation, and Policy Director Pam Fox.

Cabinet Member for Economic Development

Recommended – that

5.1 Maltings and central car park: Cabinet are recommended to:

- a) Approve the Salisbury Vision PID for the Maltings and central car park (phase 1)
- b) Authorise the Head of Forward Planning and Transportation to proceed with the project in line with the approval given by Cabinet on 28 March 2007, i.e. to confirm:
 - the appointment of a specialist consultant to carry out a feasibility study of the proposed redevelopment of the Maltings and central car park and possible associated projects, and make recommendations about the appointment of a developer partner.
 - that officers should carry out preliminary work on the identification of any constraints affecting the site.
 - that an immediate review of the council's car parking strategy should be carried out with a view to achieving the sustainable distribution of an appropriate number of car parking spaces to serve Salisbury in the future, and the maintenance of the council's revenue position.

5.2 Salisbury Guildhall: Cabinet are recommended to:

- a) Set a clear strategic vision for the future use of the Guildhall, indicating which types of use are considered appropriate and inappropriate.
- b) Advise officers whether consultants should be appointed to explore the market demand for the Salisbury Guildhall
- c) Allocate £30,000 from the overall Salisbury Vision programme to carry out a feasibility study in order to develop a plan or series of plans and financial projections based on the mix of appropriate uses identified in recommendation 5.2 a) above
- d) Request a report back at a future meeting of the Cabinet with details of a business case for each identified use option, together with a project plan, associated timelines and milestones.
- e) Approve the Salisbury Vision PID for the Salisbury Guildhall and Guildhall Square.

5.3 Market Place and public realm strategy: Cabinet are recommended to:

- a) Approve the Salisbury Vision PID for the enhancement of the Market Place and the development of a public realm strategy.
- b) Allocate £60,000 from within the Salisbury Vision programme to cover the cost of managing a design competition.
- c) Request that the Head of Forward Planning and Transportation contact Wiltshire County Council to seek confirmation of the funding for the enhancement works.
- d) Request that the Policy Director examines ways in which special approval arrangements can be established, such as the delegation of authority to a sub committee or to the Policy Director in consultation with named Members.

5.4 Allocate £300,000 in the council's capital programme to cover all currently planned activities, including expenditure in respect of 5.2 c) and 5.3 b) above (subject to Full Council approval).

- 9 **Bourne Hill Office Project - Design Re-Brief:**
To consider the attached report of the Property Manager.

Cabinet Member for Finance

Recommended – to approve the proposed changes to the Design Brief and authorise Officers to instruct the Design Team to develop the scheme to Stage D in readiness for a further report to Cabinet.

- 10 **Appropriation of Land surrounding the Bourne Hill Site:**
To consider the attached report of the Head of Legal and Property Services.

Cabinet Member for Finance

Recommended – to

- (1) Cabinet resolves in principle its intention to pursue charitable status for the Land and [except with regard to the Secret Garden the land adjoining it and in the event Cabinet resolves to appropriate the land surrounding the old swimming pool such land] instructs the Head of Legal and Property to:
- Advertise as required by law
 - Obtain a valuation from the Council's retained valuers as to the value of the Land [except as aforesaid] and if the valuation of the Land is more than £2M to seek the Secretary of State's consent

And with regard to the entirety of the Land

- Discuss Cabinet's intention to pursue charitable status with Wiltshire County Council with a view to seeking a consensus
- Liaise with the Charity Commission to check that the pursuit of charitable status is acceptable in principle
- Report back to Cabinet following completion of all of the above activities

- (2) Cabinet resolves that with respect to the Secret Garden the land adjoining it and [in the event Cabinet resolves to appropriate the land surrounding the old swimming pool] the land surrounding the old swimming pool when the purposes for the respective appropriations cease the Head of Legal and Property shall:
- Advertise as required by law
 - Obtain a valuation from the Council's retained valuers as to the value of them and if their value is more than £2M to seek the Secretary of State's consent

- 11 **Temporary Appropriation of Land surrounding the Former Swimming Pool Salisbury:**
To consider the attached report of the Property Manager.

Cabinet Member for Resources

Recommended – to instruct Officers to commence the process of land appropriation on a temporary basis

- 12 **Application to register lands at Bourne Hill etc as a village green:**
To consider the attached report of the Head of Legal and Property Services.

Cabinet Member for Resources

Recommended – to maintain the Council's objection and participate in any inquiry.

- 13 **Formation of a new parish council for Salisbury:**
To consider the attached report of the Head of Legal and Property Services.

Leader of the Council

Recommended – to decide whether

- (1) to carry out of a review
- (2) further to 1 above in the event of a Full Council decision to carry out a review
 - the delegation of the carrying out of the review to City Area [Community] Committee
 - the establishment of a steering group to oversee implementation of the review

14 Fair Trade Proposal:

To consider the attached report of the Head of Community Initiatives.

Leader of the Cabinet

Recommended – to

- (1) agree to support City Centre Management taking strategic ownership of the Fairtrade City bid
- (2) approve the principle that a sum of £20K is vired from the salaries budget to another revenue budget to cover the costs associated with the proposal outlined in 4.3 of the report
- (3) nominate a Fairtrade Member Champion for Salisbury District Council who will subsequently act as the representative member on the Fairtrade Steering Group and any other relevant groups.
- (4) pass the resolution outlined in paragraph 5.2 of the report.

15 Home-Start - South Wiltshire:

To consider the attached report of the Head of Community Initiatives.

Leader of the Cabinet

Recommended – that the Leader of the Council makes representation to Wiltshire PCT regarding its decision to stop funding Home-start South Wiltshire and seeks assurance that funding will be maintained to ensure that the vital services provided in South Wiltshire continue

16 Five Rivers Fitness Equipment:

To consider the attached report of the Head of Community Initiatives.

Cabinet Member for Community Initiatives

Recommended – to authorise Officers to undertake the procurement process to both replace the fitness equipment and modify the Fitness Suite itself at Five Rivers as outlined in the report

17 Equalities and Diversity:

To consider the attached report of the Head of Community Initiatives.

Cabinet Member for Community Initiatives

Recommended – to

- (1) endorse the proposals to enable the Council to be provided with the necessary strategic and practical support as it seeks to lay the foundations for making sustainable progress in this vital area of work and to embed Equality and Diversity Best Practices within the authority
- (2) agree to an extension of the appointment of Abbeville Associates to 09.10.2008 and the consequent waiver of contract standing orders

18 Guidelines for Councillors Using ICT Equipment & Software on Loan:

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

Cabinet Member for Resources

Recommended – to

- (1) Note and approve the contents of annex 1 to this report,
- (2) Formally adopt the guidelines for use by Members using council loaned equipment and software whilst working 'offsite' or from home.

19 **Future Management Arrangements in Lead up to the Creation of a New Wiltshire Council:**

To consider the attached report of the Policy Directors, Debbie Dixon and Pam Fox.

Leader of the Cabinet

Recommended – to

- (1) The setting up of the Transition Team and Business As Usual Team.
- (2) The terms of reference of both teams.
- (3) Nominate members for the Transition Sub Groups.
- (4) Invite group leaders to nominate members for the Member Transition Board.
- (5) Confirm the Budget and Resources Portfolio Holders as the Business As Usual member leads.
- (6) The transition strategy of dealing with Unitary status.
- (7) The staff support strategy.
- (8) The drafting of a member support strategy for consideration in October 2007.
- (9) The Council approve an initial budget of £100,000 for this area

20 **Members Support Arrangements:**

To consider the report of the Policy Director, Debbie Dixon. (To follow)

Leader of the Cabinet

21 **Review Frequency of South Wilts Citizen, Council Magazine:**

To consider the attached report of the Head of Marketing Economic Development and Tourism.

Cabinet Member for Finance/Economic Development and Tourism

Recommended – to approve the proposal to increase the number of issues of the Citizen in 2008/09 to four as outlined in paragraph 2.4

22 **Performance Management:**

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

Cabinet Member for Resources

23 **Statutory Determinations for Capital and Treasury Management Performance 2006/07:**

To consider the attached report from the Head of Financial Services

Cabinet Member for Finance

Recommended to Full Council – to

- (1) Approves the Statutory Determinations in respect of 2006/07 as set out in 1.1 – 1.6 of the report.
- (2) Notes the Treasury Management Performance as set out in 2.1 – 3.4.

24 **Private Sector Disabled Facilities Grants : Budget Virement Request:**

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

Cabinet Member for Housing

Recommended – to

- (1) approve an increase in budget of £70,000 for 2007/08
- (2) authorise the transfer of resources from the Capital Grant provided by Central Government for Housing Renewal to the DFG Capital Budget

- 25 **Building Control Shared Services Business Case:**
To consider the attached report of the Chief Building Control Surveyor

Cabinet Member for Planning

Recommended – to

- (1) approve in principle the establishment of joint working in Building Control.
- (2) Endorsement be given to the Joint Working in Building Control business case
- (3) A further report be prepared when the detailed information is completed and approved by the Wiltshire Customer Partnership Board.

- 26 **National Non-Domestic Rate Write Offs (NNDR) – Write-Offs:**
To consider the attached report of the Head of Revenue and Benefits.

Cabinet Member for Finance

Recommended – that the amounts shown on the attached schedule of the report for the reasons indicated and due to the fact that the council is a non-preferred creditor be written off.

- 27 **Joint Consultative Forum:**
To note the minutes and consider the recommendations arising from the Forum meeting held on 27 July 2007 (reports attached)

- a. [Flexi Time Scheme](#)
- b. [Security of Employment and Redundancy Policy](#)
- c. [Employers' Discretions Policy Statement on Local Government Pension Scheme and Local Government \(Early Termination of Employment\) \(Discretionary Compensation\)\(England and Wales\) Regulations](#)
- d. [Flexible Retirement Policy](#)
- e. [Right to request Working Beyond Retirement Age Policy](#)

Cabinet Member for Resources

Recommended –

- (a) the policy be noted and recommended to Cabinet for approval.
- (b) (1) That the policy be noted and recommended to Cabinet for approval along with the Joint Union statement, which they supported, for their consideration
(2) That if the unitary decision is overturned and Salisbury District Council continues then this policy may need to be reviewed
- (c) the policy be noted and recommended to Cabinet for approval
- (d) the policy be noted and recommended to Cabinet for approval
- (e) the policy be noted and recommended to Cabinet for approval

- 28 **Any Urgent Business Requiring a Decision:**

- 29 **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 30 on the ground(s) that it (they) 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 1 namely information relating to the financial or business affairs of any particular person other than the authority

Summary of Exempt Matter

Staffing Matter



David Crook
Acting Chief Executive
28 August 2007