

Minutes

Meeting of : The Cabinet
Meeting held in : The Alamein Suite City Hall, Salisbury
Date : Wednesday 18 June 2008
Commencing at : 6.00 pm

Present:

Councillor P W L Sample (Leader)
Councillor S R Fear (Deputy Leader) in the chair for minutes 215 and 220

Councillors P M Clegg (Planning), B E Dalton (Community Initiatives), P D Edge (Economic Development and Tourism), Mrs H McKeown (Transport), A C R Roberts (Finance), J C Robertson (Environment), and I R Tomes (Housing).

Apologies were received from Councillor Thorpe (Resources)

With the permission of the Chairman, Councillor Westmoreland spoke on agenda item 17 and Councillor Chettleburgh spoke on agenda item 8, 11 and 18.

208. Declarations of Interest:

Councillors Sample, Edge and Tomes declared personal and prejudicial interests in respect of item 13, and Councillor Sample also declared a personal and prejudicial interest in agenda item 8. All the Members left the meeting during discussion of thereon.

209. Minutes of Last Meeting:

The minutes of the meeting held on 28 May 2008 were approved as a correct record and signed by the Chairman.

210. Public and Councillor Question and Statement Time:

There were none.



Awarded in:
Housing Services
Waste and Recycling Services



211. Forward Plan:

The Leader presented his Forward Plan for the period 1 July 2008 – 31 October 2008 (previously circulated) to be published and become operational from 1 July 2008.

Resolved: that the Leader's Forward Plan 1 July 2008 to 31 October 2008, be adopted for publication, subject to the following being included for July -

- (1) Alabarè Christian Care Society - Grant Funding of Building Works at Flats 131 Exeter Street; and
- (2) Hackney Carriage Fare Adjustment; and
- (3) Members' Allowances on the Implementation Executive

212. Call-in Matters:

There were none.

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Recommendations to the Council

(The recommendations set out below will be considered by the Council on 23 June 2008)

213. Corporate and Transition Plan 2008/09:

Councillor Sample introduced the previously circulated report of Frank Dick Interim Manager.

Recommended to Full Council on 23 June 2008 – that Corporate & Transition Plan 2008-09 be agreed.

214. Statement of Accounts:

Councillor Roberts introduced the previously circulated report of the Head of Financial Services and Chief Accountant. Mrs Clarkson, Chairman of the Audit Committee, advised that her Committee had not raised any substantial issues and supported the Accounts. Councillor Sample thanked Mrs Clarkson for her presence at the meeting and for providing feedback to the Cabinet.

Recommended to Full Council on 23 June 2008 – that the Statement of Accounts for the financial year ended 31 March 2008 be approved.

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Cabinet Decisions

*All decisions set out in this section of the minutes will be implemented on or after 1 July 2008
(unless called in for consideration by the relevant Overview and Scrutiny Panel)*

215. Funding of the Age Concern Handyperson Service:

Councillor Tomes introduced the previously circulated report of the Private Sector Housing Policy Officer.

Resolved: that a payment of £23,782.00 to Age Concern to provide a Handyperson Service until 31 March 2009 be approved.

216. Housing Local Authority Special Purpose Vehicle:

Councillor Tomes introduced the previously circulated report of the Head of Housing Management. The Cabinet hoped that this initiative would be progressed by the new Council.

Resolved:

- (1) That this opportunity be pursued further.
- (2) It be recommended to the Implementation Executive that further work should take place to look at establishing a special purpose vehicle and that HQN be retained for that purpose.

217. Members' Allowances on the Implementation Executive:

Resolved: that this item be deferred to the July Cabinet meeting.

Arising out of this item, Councillor Edge informed the Cabinet that he presented the Salisbury Vision document at the Implementation Executive meeting on the 17 June 2008, and was pleased to advise that it was subsequently endorsed. However further reports had been requested on anticipated major decisions and expenditure over the next three years and on proposals for the management and governance arrangements for the vision's delivery.

218. Further Paper Reduction in the Committee Process:

Councillor Edge introduced the previously circulated report from the Principal Democratic Services Manager

Resolved – that

- (1) the Council moves towards less-paper meetings by, surveying all members to ascertain:
 - (a) those who are willing to move to 100% paper free meetings and to use a laptop for all council meetings
 - (b) those happy to access all documents online before a meeting provided a hard copy is available to pick up at the meeting
 - (c) those who would prefer to continue to receive a paper copy of the agendas pack

note - that the transmission method of preference be adopted for all councillors as soon as this is completed on the understanding that a hard copy of the agenda summons (the front sheet detailing the order of business) will still need to be posted to voting members to meet legal requirements.

(2) once the proposed survey has been completed, the results be reported back to Cabinet for consideration.

219. 5 Year Housing Revenue Account (HRA) Planned Maintenance Programme:

Councillor Tomes introduced the previously circulated report of the Head of Housing Management. A detailed breakdown of the Programme is contained under exempt business. The Cabinet agreed on the importance of keeping tenants informed through mediums such as newsletters as to and when work will be undertaken.

Resolved: that

- (1) the 5-year planned maintenance programme as set out in Appendix 1, attached to the report be approved;
- (2) to approve the allocation of work to Mitie Property Services based on their current pricing schedule with an uplift for building price inflation minus 1% for the works to kitchens, bathrooms and doors for 2008/09 as set out in Appendix 1, attached to the report with the other works for 2008/09 being competitively tendered.
- (3) the procurement of the remaining 4 years of the programme by means of a competitive partnering process in consultation with Wiltshire County Council be approved.

220. General Community Fund Grants 2008/09:

Councillor Fear introduced the previously circulated report of the Head of Community Initiatives and the City Hall Manager.

Resolved: that the recommendations of the advisory group as set out in Appendix 2 attached to the report be approved.

221. Proposed Removal of Certain Public Call Boxes in Salisbury District:

Councillor Sample introduced the previously circulated report of the Senior Planning Officer, which he, the Leader, had requested. The Cabinet expressed its appreciation to Oliver Marigold and his colleagues for producing the report and identifying the Call Boxes on which objections will be made. Councillor Fear urged all Councillors and members of the public to object to any Call boxes threatened with being removed that they do not agree with, to demonstrate the strength of feeling on this issue.

Resolved: to support those objections already initially raised as set out in appendix B of the previously circulated report.

222. Revenue and Capital Outturn 2007/08:

Councillor Roberts introduced the previously circulated report of the Head of Financial Services and Chief Accountant.

Resolved: – that the outturn of revenue and capital 2007/2008 and main variations be noted.

223. Performance Monitoring – Review of the Fourth Quarter and Annual Review:

Councillor Sample introduced the previously circulated report of Frank Dick, Interim Manager. Supplementary supporting papers had also been subsequently circulated. Frank Dick explained that of the 53 best value performance indicators, two thirds had been at, above or near target. Mr Dick also gave an overview of issues regarding the performance in the Private sector, Housing and Recycling in which, for example, he identified that a number of recycling indicators had not met the government targets but all have improved considerably on their 06/07 performance.

The leader articulated that it had been a difficult year with all the Unitary Authority developments and staff morale had often been low, which is why credit and thanks should be attributed to staff and management for their outstanding performance despite the challenging situation. Councillor Westmoreland asked that the conservative group also be acknowledged in these attributions, which the Cabinet welcomed.

Resolved: – that the updates on areas of concern and proposed remedial action be noted and staff be thanked by the whole Council for their excellent commitment and performance at this difficult time.

224. Implementation Executive Update:

The Chief Executive advised that she had updated the Implementation Executive on the decision of the District Council in relation to the Bourne Hill Office Project. The County Council view on accommodation arrangements in Salisbury was that (a) the Customer Care Unit should not be located at Bourne Hill - Officers were investigating alternatives in the City Centre (b) the Registrar's office should be located at Bourne Hill as originally intended. Councillor Sample took this opportunity to thank the Chief Executive, Head of Legal and Property Services, Property Manager, Head of Financial Services, Chief Accountant, Head of Community Initiatives and the Interim Manager and expressed that it was through their continued hard work and endeavours that the Bourne Hill project had been able to continue.

As regards the medium term financial plan, the County Council's Chief Financial Officer had identified the key finance activity which needed to take place by January 2009.

The Chief Executive referred to the previously circulated report on the principles and process for making appointments to posts of corporate director and service director, and confirmed the appointment of corporate directors had been made and that the recruitment of Service Directors would take place at the end of June/early July. The process for appointing Service Heads had yet to be determined - this is the stage at which Salisbury District Council staff would be affected. The Cabinet was anxious to ensure that the recruitment process was open, transparent, and equitable for all concerned.

225. Successes of the Council:

Councillor Sample introduced the previously circulated list of successes and achievements of the Council over the last month.

The Cabinet expressed congratulations to the Housing Service for their National Award and Charter Mark re-accreditation and requested that a letter be sent on behalf of the Cabinet to the staff concerned to congratulate them on this - the Cabinet supported this.

The Cabinet also noted the MBE award received by the Salisbury Tourist Information Centre Manager for her and her team's continual outstanding performance at the Tourist Information Office - the Cabinet congratulated Mrs Fry and her team for this impressive achievement.

Resolved: that successes and achievements be noted with satisfaction.

226. Update on Petersfinger Park and Ride:

Councillor McKeown introduced previously circulated briefing note on this matter, and also updated the Cabinet that regarding the insurance for the ditch issue that was previously raised, it was deemed that the risk was so small, cover would not be considered value for money.

Agreed – the update position be noted.

227. Special Delegation Procedure:

The Cabinet noted the matters determined under the Special Delegation Procedure as set out at Agenda Item 21 (papers previously circulated) namely:

- (a) Off-Street Parking Order
- (b) Extra Day for the Charter Fair 2008

228. Exempt Information:

Agreed - In view of the confidential or sensitive nature of the matters to be considered, the Cabinet excluded 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 the financial or business affairs of any particular person (including the authority holding that information))

**Summary of Exempt Matters
Planned Maintenance Programme**

*The meeting concluded at 7.20pm
Number of public present nil*